



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

AGENDA OF
MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS
FOR THE WEEK OF
June 13-17, 1988

Tuesday, June 14, 1988 - 1:30 PM - Informal Meeting . . Page 2

Thursday, June 16, 1988 - 9:30 AM - Formal. Page 3

Tuesday, June 14, 1988 - 1:30 PM

Multnomah County Courthouse, Room 602

INFORMAL

1. Informal Review of Bids and Requests for Proposals:
 - a) Women's Residential Services, Outpatient Drug Treatment Services, and Urine Monitoring Services
 - b) Blue Lake Park Swim Beach
2. Informal Review of Formal Agenda of June 16, 1988
3. Report and Recommendations - General Services Division Reorganization, Linda Alexander, Director DGS
 - a) Records Center Program
 - b) Employee Relations reclassifications
 - c) Purchasing reclassification

Thursday, June 16, 1988, 9:30 AM
Multnomah County Courthouse, Room 602

Formal Agenda

REGULAR AGENDA

SHERIFF'S OFFICE

- 7
- R-1 List (88-3 - Found/Unclaimed Property - Money) which has been in possession of the Sheriff's Office for over 90 days submitted to the Board for appropriate disposal in accordance with MCC 7.70

BOARD OF COUNTY COMMISSIONERS

- R-2 In the Matter of the Confirmation of Chair's Appointments to the following Boards & Commissions:
Community Health Council: Aleem Shabazz-term to 6/30/89;
Donna Sather-term expires 6/30/90
Juvenile Services Commission: Charles Shireman-term expires 8/29/89
- R-3 In the Matter of the Confirmation of Chair's Reappointments to the following Boards & Commissions:
Citizen Involvement Committee: Ben Butzien, Marlene Byrne, Keith Loeffler, Robert Luce, Martha White - terms expire 4/30/90
Juvenile Court Advisory Council: Mac Lockett - term expires 2/30/91; David Bernstein, Charlotte Cook, Jean Cauthorn - terms expire 6/30/91

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-4 Budget Modification DES #16 making appropriation transfer within Planning from Personal Services and Materials & Services to Capital Outlay in the total amount of \$12,000, to purchase a personal computer system for desk top publishing, graphics/mapping, data analyses and file tracking (Continued from June 9)
- R-5 Notice of Intent to file for biennial Gorge Commission Grant in the amount of \$20,000 and proposing a \$5,000 General Fund reimbursement for work performed FY 1987/88; and budgeting \$15,000 for FY 1988/89

DEPARTMENT OF GENERAL SERVICES

- 2nd Sept week*
- R-6 Ratification of five intergovernmental agreements to provide support services with City of Portland: 1) printing, 2) mail distribution, 3) copier services, 4) inventory services; and 5) lease agreement for use of City of Portland Printing Center
- R-7 Resolution in the matter of adopting Multnomah County's Investment Policy *88-104*

ORDINANCES - DEPARTMENT OF GENERAL SERVICES

- R-8 First Reading of an Ordinance in the Matter of Adoption of Salary Ranges for Fiscal Year 1988-89 for Employees Covered by the Exempt Classification /Compensation Plan
- R-9 First Reading of an Ordinance making certain revisions to the Risk Management Code MCC Chapter 2.60

DEPARTMENT OF HUMAN SERVICES

- R-10 Budget Modification DHS #50 reflecting a revenue increase from State Mental Health Grant in the amount of \$7,880, to Social Services, MED Operations/Emergency Holds and using salary savings (\$29,039) to make various personnel adjustments and cover overexpenditures within Emergency Holds
- R-11 Budget Modification DHS #12 making an appropriations transfer in the amount of \$13,944 from CGF/BIT revenue A & D Contracts, Professional Services to MED contracts Professional Services, to allow continued operations of the Homeless Youth Shelter provided by Burnside Projects

R-12 Urban Comm -

Thursday Meetings of the Multnomah County Board of Commissioners are recorded and can be seen at the following times:

Thursday, 10:00 PM, Channel 11 for East and West side subscribers

Friday, 6:00 P.M., Channel 27 for Rogers Multnomah East subscribers

Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

SUPPLEMENTAL AGENDA

THURSDAY, JUNE 16, 1988

THE FOLLOWING WILL BE HEARD BY UNANIMOUS CONSENT:

(Recess as the Board of County Commissioners and reconvene as the Public Contract Review Board)

A

R-12 Order in the Matter of Exempting From Public Bidding of the purchase of plumbing work at the Bridge Shop 88-105

(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)

FOLLOWING REGULAR MEETING

Executive Session - Consult with legal counsel regarding City of Gresham et al vs. Multnomah County (Business Income Tax) permitted by ORS 192.660(1)(h)



MULTNOMAH COUNTY OREGON

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POLLY CASTERLINE • District 4 • 248-5213
JANE MCGARVIN • Clerk • 248-3277

June 16, 1988

Sheriff Fred Pearce
12240 NE Glisan
Portland, OR

Dear Sheriff Pearce:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

List (88-3 - Found/Unclaimed Property - Money))
which has been in possession of the Sheriff's)
Office for over 90 days submitted to the Board)
for appropriate disposal in accordance with)
MCC 7.70 R-1)

Upon motion of Commissioner Miller, duly seconded by Commissioner Casterline, it is unanimously

ORDERED that the recommendation be adopted as the Order of the Board.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: Dept. of General Services
Finance
Sgt. Wray Jacobs

DATE SUBMITTED _____

80
JUN 3 1988

(For Clerk's Use)
Meeting Date 6/16/88
Agenda No. R-1

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: FOUND/UNCLAIMED PROPERTY

Informal Only* _____
(Date)

Formal Only _____
(Date)

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sgt. Wray Jacobs/Sally Anderson TELEPHONE 255-3600

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD _____

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Request approval of Found/Unclaimed Property - List 88-3 transfer to the General Fund as provided for within Multnomah County Code 7.70

All attempts to establish the rightful owners of the money has proven negative.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA _____

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ General Fund

Other _____

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1988 JUN -7 PM 2:49

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Sally Anderson

BUDGET / PERSONNEL _____ / _____

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.



Multnomah County Sheriff's Office

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

FRED B. PEARCE
SHERIFF

(503) 255-3600

MEMORANDUM

TO: JANE MCGARVIN
Clerk of the Board

FROM: FRED B. PEARCE
Sheriff

A handwritten signature in black ink, appearing to read "Fred B. Pearce", with a long horizontal flourish extending to the right.

DATE: May 11, 1988

SUBJECT: FOUND/UNCLAIMED PROPERTY - LIST 88-3

Attached is a listing of found/unclaimed money that has been in the Sheriff's possession for over 30 days. All attempts to establish the rightful owners of the money have proven negative.

To comply with Multnomah County Code 7.70, I am requesting that this listing of property be placed on the Board of County Commissioners' agenda for approval of the transfer of these items to the General Fund as provided for within the listed ordinance.

FBP/dg/0275L

Attachment

MULTNOMAH COUNTY
SHERIFF'S OFFICE
FOUND/UNCLAIMED PROPERTY FOR DISPOSAL
LIST - 88-3
MONEY

FILE NUMBER	PROPERTY DESCRIPTION	DISPOSITION
83-21104	\$ 100.00	General Fund
84-10220	293.00	General Fund
84-12556	80.98	General Fund
84-19426	9.00	General Fund
85-4206	500.01	General Fund
85-10902	19.41	General Fund
85-11070	1.00	General Fund
85-12065	5.05	General Fund
85-12535	1076.00	General Fund
85-13028	90.00	General Fund
85-13275	25.00	General Fund
86-596	82.60	General Fund
86-3079	673.25	General Fund
86-2586	2.73	General Fund
86-3708	7.50	General Fund
86-3849	769.00	General Fund
86-5285	3159.00	General Fund
86-1385	35.00	General Fund
86-6045	140.00	General Fund
86-9117	42.00	General Fund
87-278	49.60	General Fund
87-2477	6.90	General Fund
87-3918	2.85	General Fund
87-8473	.96	General Fund
87-10383	139.50	General Fund
87-10772	23.00	General Fund
87-11229	1.00	General Fund
88-911	16.02	General Fund
88-2654	5.00	General Fund
88-2655	10.00	General Fund
00	7.00	General Fund

Total \$7372.36

AT/mw/0210F

BOARDS AND COMMISSIONS

June 16, 1988

41
5/160

In the Matter of the Confirmation of Chair's)
Appointments to the following Boards & Commis-)
sions: Community Health Council: Aleem Shabazz-)
term to 6/30/89; Donna Sather-term expires)
6/30/90 Juvenile Services Commission: Charles)
Shireman-term expires 8/29/89 R-2)

Upon motion of Commissioner Casterline, duly seconded by
Commissioner Anderson, it is unanimously

ORDERED that said appointment(s) be confirmed.

At this time, Commissioner McCoy expressed her appreciation
to those who were present, and said the County could not operate
without their assistance.

June 16, 1988

41
J/60

In the Matter of the Confirmation of Chair's Reap-)
pointments to the following Boards & Commissions:)
Citizen Involvement Committee: Ben Butzien, Marlene)
Byrne, Keith Loeffler, Robert Luce, Martha White -)
terms expire 4/30/90 Juvenile Court Advisory)
Council: Mac Lockett - term expires 2/30/91; David)
Bernstein, Charlotte Cook, Jean Cauthorn - terms)
expire 6/30/91 R-3)

Upon motion of Commissioner Casterline, duly seconded by
Commissioner Anderson, it is unanimously

ORDERED that said re-appointment(s) be confirmed.

At this time, Commissioner McCoy expressed her appreciation
to those who were present, and said the County could not operate
without their assistance.

DATE SUBMITTED 6/9/88

(For Clerk's Use)
Meeting Date 6/16/88
Agenda No. R243

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Appointments & Re-appointments to Boards & Commissions

Informal Only* _____
(Date)

Formal Only Thurs, June 16, 1988
(Date)

DEPARTMENT County Chair DIVISION _____

CONTACT Judy Boyer TELEPHONE 248-3308

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Judy Boyer

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

See attached list of Boards and Commissions.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA _____

IMPACT:

☐ PERSONNEL
☐ FISCAL/BUDGETARY
☐ General Fund
☐ Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER Judy Boyer

BUDGET / PERSONNEL _____

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

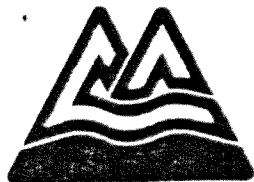
NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

Appointment of Aleem Shabazz and Donna Sather to the Community Health Council. Shabazz term expires 6/30/89. Sather term expires 6/30/90.

Re-appointment of Ben Butzien, Marlene Byrne, Keith Loeffler, Robert Luce and Martha White to the Citizen Involvement Committee. Terms for all expire 4/30/90.

Re-appointment of Mac Lockett (term expires 2/91), David Bernstein (term 6/91), Charlotte Cook (term 6/91), and Jean Cauthorn (term 6/91) to the Juvenile Court Advisory Council.

Appointment of Charles Shireman to the Juvenile Services Commission. Term expires 8/29/89.



MULTNOMAH COUNTY OREGON

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writings, affiliations, etc.

- A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

B. Name Alcem Shabazy

Home Address 828 N. Killingsworth 5514 NE 16th

City Portland State Ore. Zip 97217

Do you live in 281-0681 unincorporated Multnomah County or ☒ a city within Multnomah County.

Home Phone _____

C. Current Employer Northeast Health Resource Center

Address 828 N. Killingsworth

City Portland State Oregon Zip 97217

Your Job Title President

Work Phone 289-4915 (Ext) _____

Is your place of employment located in Multnomah County? Yes ☒ No ☐

D. Previous Employers _____ Dates _____ Job Title _____

Red Cross 7-20-87-1-20-88 Minority
United Grocers 8-18-78-6-20-86 outreach specialist

warehouseman

CONTACT:

DENNIS BUCHANAN, COUNTY EXECUTIVE
1500 PORTLAND BUILDING
PORTLAND, OREGON 97204

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
Black United Front	8/12/86-88	Volunteer
Black United Fund	8/10/87	Volunteer
Ask-OMST Center	10/12/87	Board member

F. Please list post-secondary school education.

Name of School	Dates	Degree/Course of Study
Portland St University	8-15-83	Health Education
Black Studies Certificate		* Administration
		1983

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

James Berry	Northeast Business Center	828 N. Killingsworth 289-9223
Lavonne McFarland		282-6680 5226 N.E. 29th

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

None

I. Affirmative Action Information

M / Afro-American
sex / racial ethnic background

birth date: Month 3 Day 18 Year 55

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature

Aileen Shabazz

Date

lom
6/83



BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writings, affiliations, etc.

- Multnomah County Community Health Council

Home Phone 665-2280

Is your place of employment located in Multnomah County? Yes No

DENNIS BUCHANAN, COUNTY EXECUTIVE
1500 PORTLAND BUILDING
PORTLAND, OREGON 97204
(503) 248-3308

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
Legal Aid	85 - present	board member
MCCA	81-86	board

F. Please list post-secondary school education.

Name of School	Dates	Degree/Course of Study

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

Carol Murdock	SE 205 th Gresham	667-6001
LOU SAVAGE	Director, Legal Aid	248-4086

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

I. Affirmative Action Information

F / W
sex / racial ethnic background

birth date: Month 3 Day 16 Year 35

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature Donna Lee Sather Date 4/11/88



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

- A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

Juvenile Services Commission

- B. Name Charles SHIREMAN

Address 2535 S.W. Sherwood Drive

City Portland State Ore Zip 97201

Do you live in _____ unincorporated Multnomah County or ☒ a city within Multnomah County.

Home Phone 248-0685

- C. Current Employer Graduate Sch. of Social Work, Portland State Univ.

Address P.O. Box 751

City Portland State Ore Zip 97207

Your Job Title Adjunct Prof. (Part time)

Work Phone 229-4712 (Ext) _____

Is your place of employment located in Multnomah County? Yes ☒ No _____

- D. Previous Employers _____ Dates _____ Job Title _____

Univ. of Chicago 1959-1985 Prof.

CONTACT:

GLADYS McCOY, MULTNOMAH COUNTY CHAIR

1021 SW 4TH, ROOM 134

PORTLAND, OREGON 97204

(503) 248-3308

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
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See accompanying curriculum vitae

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
----------------	-------	------------------------

See curriculum vitae

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

1. Bernard Ross, Dean, Grad. Sch. of Social Work, Portland State University,
See accompanying letter P.O. Box 751, Portland 97207 (Tel. 229-4712)

2. Jess Armas, Acting Director, Children's Services Division,
198 Commerce St. S.E., Salem, Ore. 97310-0450 (Tel 378-4374)

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

None

I. Affirmative Action Information

M wh.
sex / racial ethnic background

birth date: Month 11 Day 26 Year 1915

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature Charles J. Swenson Date 7-25-87

CURRICULM VITAE

Charles H. Shireman

PERSONAL INFORMATION

Name: Charles H. Shireman
Social Security Number: 532-09-5304
Home Address: 2535 SW Sherwood Drive
Portland, OR 97201
Telephone: (503) 248-0685

EDUCATION

1966 Ph.D., School of Social Service Administration
The University of Chicago
1954 M.S.W., School of Social Welfare, University of
California at Los Angeles
1941-42 Graduate School of Social Work, University of
Washington
1939 B.A., University of Puget Sound

ACADEMIC APPOINTMENT AND WORK EXPERIENCE

1985 - present: Professor, University of Chicago (Emeritus).
Adjunct Professor, Graduate School of Social Work,
Portland State University

1959-1985: Professor, School of Social Service Administration, The
University of Chicago. Major area of research interest: juvenile and
criminal justice and corrections. Taught in social welfare policy,
research, and administration sequences.

1977-1983: Co-Principal Investigator, National Center for the
Assessment of Alternatives to the Juvenile Justice System, University of
Chicago, and National Institute of Juvenile Justice and Delinquency
Prevention, U.S. Dept. of Justice.

1976-1977: Senior Research Grantee, Fulbright Commission, Max Planck
Institute for Criminology, University of Freiburg, Freiburg, W. Germany.

1954-1958: Director, Hyde Park Youth Project, Welfare Council of
Metropolitan Chicago (an experimental delinquency-control program
combining "reaching-out" casework, street gang work, and community
organization.)

1953: California Youth Authority

1948-1952: U.S. Military Government, later U.S. High Commission to
Germany, U.S. Department of State, last job title being Deputy Chief,
Social Service Advisory Staff, West Germany

1941-1948: King County Juvenile Court, Seattle, Washington, last job title being Supervisor of Probation.

PROFESSIONAL MEMBERSHIPS

Numerous assignments as supervisor or team member in surveys and studies of state and local correctional systems undertaken for the National Council on Crime and Delinquency, the National Study Service, and similar organizations.

Have served as Chairman, National Steering Committee, Council on Corrections, National Association of Social Workers; member, Board of Directors, Chicago Chapter, NASW; Chairman, National Association of Social Workers, National Symposium on Social Work Practice and Social Justice (1977); member, Professional Council, National Council on Crime and Delinquency; President, Illinois Academy of Criminology; member (1964-1968) U.S. Attorney General's Advisory Committee on Corrections, Office of Law Enforcement on Youth Welfare; Consultant, U.S. President's Commission on Law Enforcement and Administration of Justice; member and Chairman, statutorily created Citizens' Advisory Board of Illinois Department of Corrections, Juvenile Division; member and Chairman, Illinois Delinquency Prevention Commission; member, Advisor/Evaluation Panel, Council of State Governments' Criminal Justice Information and Assistance Project; member, Executive Committee, Citizens' Advisory Committee to the Juvenile Court of Cook County.

CONSULTING EDITORIAL POSITIONS

Editorial Consultant, Journal of Criminal Law and Criminology

Consulting Editor, Journal of Research in Crime and Delinquency (1975-80)

Consulting Editor, Social Work (1974-79)

PUBLICATIONS

A. Books

Charles Shireman and Frederic Reamer, Rehabilitating Juvenile Justice. Columbia University Press. (In press, 1985)

Bernard Ross and Charles H. Shireman, eds., Social Work Practice and Social Justice. New York: National Association of Social Workers, 1973.

B. Monographs

The Hyde Park Youth Project. (Chicago: Welfare Council of Metropolitan Chicago, 1958), 207 pp.

Juvenile Court Services in Peoria County, (Chicago: National Council of Juvenile Court Judges, 1969)

With Thomas Bourque, Juvenile Court and Probation, Detention and Related Services in Mohoning County (Youngstown) Ohio. (New York: National Council on Crime and Delinquency, 1960)

With Austin H. McCormick, Abraham Novick, and Willis O. Thomas, Juvenile and Adult Correction in Delaware. (Three Vols.) (New York: National Council on Crime and Delinquency, 1962)

"Protecting Children against Delinquency and Social Maladjustment" in Ray Carter, Study Director and Editor, Study, Planning, and Action on Behalf of Children and Families Problems, in Erie County (Sandusky) Ohio. New York: National Study Service, 1963.

"Issues in Adult and Juvenile Justice: A Program for NASW." New York: National Association of Social Workers, 1973.

The Corrections Outcome Project: Soundings Into the Nature of the Juvenile Correctional Process. Project Report. (Chicago: University of Chicago and Illinois Department of Corrections, 1975)

ARTICLES

"Das amerikanische Jugendrecht und seine Praxis," in Friedrich Schneider, Ed., Jugendkriminalitaet. Salzburg, Austria: Otto Mueller Verlag, 1952

"Probation, Parole and the Community," National Probation and Parole Association Journal, Vol. 2, No. 1 (January, 1956)

"Community Mobilization for Youth," Community Vol. 33, No. 5 (February, 1958)

"Preventing Juvenile Delinquency: the Role of Government," Social Action, Vol. 26, No. 2 (October, 1959)

"Children in Court," University of Chicago Magazine, May 1962

"How Can the Correctional School Correct." National Probation and Parole Association Journal, Vol. 6, No. 3 (July, 1960). Reprinted for staff training purposes by various state departments of corrections. Also reprinted in Readings in Juvenile Delinquency, Ruth S. Cavan, ed. (New York: J.B. Lippincott, Co., 1964)

"Casework in Probation and Parole: Some Considerations in Diagnosis and Treatment," Federal Probation, Vol. XXVII, No. 2 (June, 1963) pp. 55-57. Reprinted by U.S. Children's Bureau. Also reprinted in Ralph Schwitzgebel, ed., Techniques of Probation (Boston: Law-Medicine Institute, Boston University, 1965) pp. 1-18.

"Persons-Centered Approaches to Change," in Readings in Correctional Change, Jay Hall, ed., (Austin, Texas: The Southwest Center for Law and the Behavioral Sciences, 1965) pp. 45-66.

"Juvenile Probation," in U.S. Presidents' Commission on Law Enforcement and the Administration of Justice, Task Force Report: Corrections. (Unsigned). Washington, D.C.: U.S. Govt. Printing Office, 1967

"Probation and Parole" in The Encyclopedia of Social Work (New York: National Association of Social Workers, 1971.)

"The Justice System and the Practice of Social Work," Social Work, Vol. 19, No. 7 (September, 1974) pp. 556-566.

"Correctional Administration and Correctional Research: Prospects for Productive Partnership," Proceedings, Seventy-First Annual Meeting, National Association of Training Schools and Juvenile Agencies, 1975.

"Findings from Experiments in Treatment in the Correctional Institution," The Social Service Review, Vol. 45, No. 4 (December, 1971). With Katherine Baird Mann, Charles Larsen and Thomas Young. Reprinted in Orveil C. Kait and Sheldon Zalkind (Eds.) Urban Problems: Psychological Inquiries (New York: Oxford Press, 1976)

"Perspectives on Juvenile Probation," in Margaret K. Rosenheim (Ed.) Pursuing Justice for the Child. (Chicago: University of Chicago Press, 1976)

Bewahrungshilfe als Aufgabe empirischer Forschung - eine Zwischenbilanz." Bewahrungshilfe, Jahrgang 26, No. 1 (1979). With Helmut Kury and Hans Wetzstein.

"The Juvenile Justice System: Structure, Problems and Prospects" in David Fogel, Ed., The Justice Model in Corrections. (Minneapolis: West Publishing Co., 1981).

"The Juvenile Justice System" in State of the Art Papers Illinois Commission on Children, 1980 Illinois White House Conference on Children. Springfield, Illinois: The Commission, 1980.

"Alternatives to the Juvenile Justice System: Their Development and the Current State of the Art." With Frederic Reamer. Juvenile and Family Court Journal. May, 1981.



MULTNOMAH COUNTY OREGON

42
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Mr. Paul Yarborough, Director
Department of Environmental Services
2115 SE Morrison
Portland, OR

Dear Mr. Yarborough:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

Request of the Director of Environmental Services)
for approval of Budget Modification DES #16 making)
appropriation transfer within Planning from Per-)
sonal Services and Materials & Services to Capital)
Outlay in the total amount of \$12,000, to purchase)
a personal computer system for desk top publishing)
graphics/mapping, data analyses and file tracking)
(Continued from June 9) R-4)

Upon motion of Commissioner Casterline, duly seconded by Commissioner Anderson, it is unanimously

ORDERED that said request be approved, and budget modification be implemented.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By

Jane McGarvin
Jane McGarvin
Clerk of the Board

jm

cc: Budget
Finance
Planning & Development
Employee Relations

BUDGET MODIFICATION NO. Des # 16

(For Clerk's Use) Meeting Date 6/9/88
Agenda No. R-12

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____

(Date) Cont: 6/16/88 R-4

DEPARTMENT DES

DIVISION Planning

CONTACT L. Stickel / Bob Hall

TELEPHONE 3182 or 3047

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD L. Stickel or Bob Hall

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Planning Modification for PC System

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This modification is to allow the Planning Division to purchase one Personal Computer System for desk top publishing, graphics/mapping, data analyses, and file tracking. Currently the Division has no automated data capabilities. The justification for this modification is attached. The funds come from the existing budget in under-expenditures and savings. Also attached is an explanation of the under-expenditures and the increased revenues that the Planning Division is already generating above projections. Even after this budget modification for capital the Planning Division will be returning over \$20,000 to the General Fund at the end of this year.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

No revenues are affected, because no new monies are being requested.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)

After this modification

\$ _____

Originated By

Date

Lorna Stickel

5/22/88

Finance/Budget

Date

Shawn Mordwell

5/25/88

Board Approval

Barbara E. Jones

Department Director

Date

[Signature]

5-23-88

Employee Relations

Date

Date

6/16/88

EXPENDITURE
TRANSACTION EB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Change
Increase
(Decrease)

Sub- Total	Description
---------------	-------------

Document
Number

Action Fund	Agency	Activity	Category	Object
-------------	--------	----------	----------	--------

Current
Amount

Revised
Amount

(Decrease)

Total	Description
-------	-------------

[illegible]

TOTAL EXPENDITURE CHANGE

-0-

TOTAL EXPENDITURE CHANGE

REVENUE
TRANSACTION RB []

GM [] TRANSACTION DATE_____

ACCOUNTING PERIOD _____

BUDGET FY_____

Change
Increase
(Decrease)

Sub- Total	Description
---------------	-------------

Document
Number

Action Fund Agency	Organization	Activity	Category	Source
100-100000-0000	100-100000-0000	100-100000-0000	100-100000-0000	100-100000-0000

**Current
Amount**

Revised
Amount[illegible]

TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE

DATE SUBMITTED _____

(For Clerk's Use)

Meeting Date _____

Agenda No. _____

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Budget Modification for PlanningInformal Only* _____
(Date)Formal Only _____
(Date)DEPARTMENT DES DIVISION PlanningCONTACT L. Stickel/Bob Hall TELEPHONE 3182 or 3047*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD L. Stickel or Bob Hall

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

This is a budget modification from the current Planning Division budget to shift funds from underexpended areas to capital to allow the purchase of a personal computer system for land use publishing, mapping, file tracking and data analysis.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL
INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 10 - 15 Minutes

IMPACT:

PERSONNEL None☒ FISCAL/BUDGETARY☒ General Fund

Other _____

BOARD OF
 COUNTY COMMISSIONERS
 1988 MAY 31 PM 4:44
 MULTNOMAH COUNTY
 OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: [Signature]BUDGET / PERSONNEL [Signature] /

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

Justification for Planning Capital Equipment

Budget Modification

The Division of Planning and Development currently has only one automated equipment system, which is one Wang work station. Within the Strategic Information Systems Plan the Division was evaluated for its data processing and automation needs and came out Number 4 in the DES priority list. The other priority needs have been met at this point. The Planning Division will be underexpending its budget this year due to several factors:

- 1). Personnel changes will result in some \$22,000 of savings this year;
- 2). Expeditious M/S expenditures have been carefully charted in order to make a computer fund transfer at the end of the year;
- 3). Land use revenues have already exceeded revenue projections by \$12,000 as of the end of April (this is independent of grants funds); and
- 4). Other grant funds have been found and appropriated to purchase needed software for a personal computer system in both this and next fiscal year.

The Planning Division had hoped to compete for a County-wide pot of money for this system, but for the last year this has not proven a likely possibility. By making the best use of current funds, grants, and an even greater return of funds to the General Fund at the end of this year, we feel that the \$12,000 of reallocated money is a fair request. Even after this budget modification for capital the Planning Division will be returning over \$20,000 to the General Fund at the end of this year.

The justification for the system itself is based upon the following need areas:

I. Desktop Publishing.

We produce nearly 500 reports each year in addition to approximately 200 public notices and numerous status reports, Ordinance amendments and miscellaneous items. Many of these include maps, charts and graphs which must be pasted up and professionally printed. The experience of other planning agencies with desktop publishing capabilities throughout the State is that they are able to produce more readable and interesting documents with substantially fewer hours for overall cost savings.

II. Data Analysis.

The trend for many data collection agencies (e.g., US Bureau of the Census, State Department of Energy, Department of Agriculture, etc.) is to distribute this data on computer disks. We have received many of these data disks, but are unable to utilize their information because we have no available computer system.

III. File Tracking.

We are responsible for the maintenance of thousands of record regarding land use and development throughout the County. Many hours are spent each day locating and researching information contained in those records. Computerized filing systems would greatly reduce the time involved recording the history of properties. They would also place our data in a format that could be more easily accessed by other governmental agencies and public facility service providers.

IV. Graphics/Mapping.

A computerized mapping/graphics system would improve our public notice and reporting capabilities and reduce the labor involved in producing maps, charts and graphs. It would also allow us to generate special purpose maps or charts that have been requested in the past by various governmental agencies and private citizens and businesses which we have not been able to provide because of limited staff time.

We will be able to make use of this core system of personal computers to revise our Comprehensive Plan and Zoning Ordinance for periodic review, update and initiate for improved public instruction information, and coordinate our multiple permit issuance locations. Although it is not possible to indicate a direct personnel savings, over the short and long time it will be possible with this system to do work tasks which have been put off for years (such as the Zoning Code compilations and public information sheets) and to make the most efficient use of the staff members that are here to do those non-repetitive tasks that a personal computer does so well.

The purchase will include one computer, one laser printer, a mouse, a scanner, and a small digitalizing tablet as well as any needed installation and linkage hardware for other terminals.

LS:sec/1119M

6/16/88

RECEIVED FROM JANE MCGARVIN

CLERK, BOARD OF COUNTY COMMISSIONERS . MULTNOMAH COUNTY, OREGON

BUDGET

BUDGET MODIFICATION DES #16 APPROVED

R-4

CH

BOARD OF
COUNTY COMMISSIONERS

1988 JUN 22 PM 3:05

MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Mr. Paul Yarborough, Director
Department of Environmental Services
2115 SE Morrison
Portland, OR

Dear Mr. Yarborough:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

Notice of Intent to file for biennial Gorge)
Commission Grant in the amount of \$20,000 and)
proposing a \$5,000 General Fund reimbursement for)
work performed FY 1987/88; and budgeting \$15,000)
for FY 1988/89; and In the matter of ratification)
of an Intergovernmental Agreement with Columbia)
River Gorge Commission providing for County)
coordination on the Planning for the Columbia)
River National Scenic Area, thru June 30, 1989) R-5)

Upon motion of Commissioner Casterline, duly seconded by Commissioner Anderson, it is unanimously

ORDERED that said Notice of Intent and Intergovernmental Agreement be approved.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: Budget
Finance
Purchasing
Harriet Weber
Planning & Development

JUN 6 1988

Procedure # 1201

Page 3 of 4

DATE SUBMITTED _____

(For Clerk's Use)

Meeting Date 6/16/88

Agenda No. R-5

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Columbia Gorge Grant

Informal Only* _____
(Date)

Formal Only _____
(Date)

DEPARTMENT DES DIVISION Planning

CONTACT L. Stickel / Bob Hall TELEPHONE 3182 or 3047

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Bob Hall

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

A Notice of Intent to file for biennial Gorge Commission Grant of \$20,000. Propose a \$5,000 General Fund reimbursement for FY 1987/88 for work already performed in the grant period and budgeting \$15,000 for FY 1988/89 for coordination work to be performed.

*orig to Planning
6/24/88*

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 15 Minutes

IMPACT:

PERSONNEL - Adds ^{1,344}~~8,000~~ to permanent staff and ^{5,500}~~6,000~~ to temporary

☒ FISCAL/BUDGETARY - Receipts \$20,000 of new revenue

☒ General Fund - Reimburses \$5,000 to FY 1987/88 General Fund for work already performed

Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: 18 [Signature]

BUDGET / PERSONNEL [Signature] /

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) [Signature]

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

CONTRACT APPROVAL FORM

TYPE I

- Amendment to above, Number _____
(Original Contract Amount _____)

TYPE II

- Amendment to above, Number _____
(Original Contract Amount _____)

Date 6/20/88

TRANSACTION CODE		P O		AGENCY		PO DATE		m m d d y y		ACCOUNTING PERIOD		m m y y		BUDGET FY		y y		ACTION <input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)	
VENDOR CODE				VENDOR NAME										TOTAL AMOUNT		\$			
LINE NO.	CONTRACT NUMBER	FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION							AMOUNT		INC/DEC IND	
	30188-8	156	030	5260												\$			
																\$			
																\$			
																\$			

Invoice for Multnomah County

On Work Performed 7/1/87 - 6/30/88 for

County Coordination Under

Columbia Gorge Commission Grant

County Staff Coordination.

Lorna Stickel	80 hrs @ \$26.78	=	\$2,142.40
Attendance at Planner Technical Meetings, Development Review Coordination, Review on response to Rules of Procedure, Recreation Assessment and Economic Development Committee, Internal Staff Coordination, Board of Commissioners Briefings and Responses, Provision of Information directly on recreational assessment to consultants			
Bob Hall	12 hrs @ \$22.83	=	\$ 273.96
Land Development response on applications, One-Day Session on Geographic Information Systems			
Gary Clifford	30 hrs @ \$18.31	=	\$ 549.30
Meetings of Economic Development Committee, Planners Technical Committee Commission Meetings			
Mark Hess	23 hrs @ \$16.22	=	\$ 373.06
9 hours on Development Review Coordination, 12 hours on Sign Advisory Group, 2 hours on Economic Development Inventory and Recreation Inventory Response			
Bob Kuhlken	43 hrs @ \$16.49	=	\$ 709.07
Work on assisting with land use inventory and hazards inventory consultant S. Anderson, Attendance at Cultural Inventory Committee and Natural Resources Committee			
Irv Ewen	3 hrs @ \$19.54		\$ 58.62
3 case notifications (include print-outs and labels) for specific cases			
			\$4,106.00
Provision of Maps and Inventory Information			\$ 231.00
Land use, hazards, public services, USF & W Wetlands Maps, Property Maps			\$ 265.00
Indirect @ 15.3%			\$ 629.00
(A mandatory County charge for administration of State and Federal Grants)			\$5,000.00

Multnomah County Columbia

Gorge Commission Grant Proposal

1987-89

Multnomah County proposes to expand the Columbia Gorge Commission County Coordination Grant in the following manner:

7/1/87 - 6/30/88

Bill the Gorge Commission for \$5,000 for staff work and services already expended in this fiscal year. See attached Invoice.

7/1/88 - 6/30/89

Place the remaining \$15,000 in the next fiscal year to accomplish the following:

- | | | | |
|----|---|---------------------------|-------------------------------|
| A. | <u>Permanent County staff coordination</u> | | \$7,344 |
| | for inventories, analysis, land use designations and development review process. | | |
| B. | <u>Temporary Staff</u> | | \$5,500 |
| | Phase I and II of Historic Resource Inventory | 2,500 | |
| | Interim Staff to update land use and develop-
able land analysis | 2,000 | |
| | Interim Staff to develop scenic area themes
for Corbett and Bridal Veil | 1,000 | |
| C. | <u>Materials and Services</u> | | \$1,018
\$925 |
| | Postage for community workshops | \$ 75 | |
| | Printing for notices, maps and
copies | \$500 | |
| | Supplies for blueprint or other
needs for staff work | \$250
\$443 | |
| D. | <u>Indirect Costs</u> | | \$1,138
\$1,231 |
| | At 8.21% for internal administra-
tion of State Grants required by
Multnomah County | | |

Total 1988/89

\$15,000

(Use appropriate County classification with yearly costs.)

TOTAL

Planner (Annualized)	25,285	7,791	33,076 (8,000)
Temporary			6,000

EXPLAIN MATERIALS AND SERVICES AND CAPITAL EXPENDITURES WITH TOTAL DOLLAR AMOUNTS

Printing to conduct community meetings and run or have created maps for Gorge \$500, Postage for community meetings \$175, Supplies for any special needs related to Gorge coordination work \$250.

COMMENTS

GRANT MANAGER

John Sichel 5/25/88
Signature Date

BUDGET DIVISION

Shawn McDowell 6/3/88
Signature Date

FINANCE DIVISION

Jan Vzelac 6/6/88
Signature Date

PERSONNEL DIVISION

Signature Date

DEPARTMENT DIRECTOR

Scott Yarbrough 5-26-88
Signature Date

APPENDIX A

DATE: 5/5/88

TO: BOARD OF COUNTY COMMISSIONERS

DEPARTMENT AND CONTACT PERSON: Lorna Stickel
 GRANTOR AGENCY: Columbia River Gorge Commission
 BEGINNING DATE OF GRANT: 1/7/87 - 6/30/89
 PROJECT TITLE: Columbia Gorge Commission Grant
 PROJECT DESCRIPTION/GOALS:

This grant is to assist the County in the implementation of the Columbia Gorge National Scenic Area Act. The grant is technically for \$10,000 each fiscal year, but due to the lateness of Commission formation, staffing, and a grant agreement vehicle, the County proposes to spend \$15,000 funds in FY 1988/89 and reimburse the General Fund for \$5,000 worth of already expended time for FY 1987/88.
 (See Attached)

PROJECT ESTIMATED BUDGET

Direct/Indirect

FEDERAL SHARE:	\$	<u>18,144 / 1,856</u>	
STATE SHARE:	\$	<u>18,358 / 1,642</u>	20,000
COUNTY SHARE:	\$	<u>18,144 / 1,856</u>	
TOTAL:	\$	<u>18,358 / 1,642</u>	20,000

EXPLANATION OF LOCAL SHARE: (Explain indirect costs, hard-match, in-kind, etc.)

No local share is required although the County has already and will continue to fund coordinated Gorge Planning for the Columbia Gorge National Scenic Area.

SPECIFY REPORTING AND/OR BILLING REQUIREMENTS OF GRANTOR AND WHO REPORTS FINANCE _____ DEPARTMENT x . IF DEPT. REPORTS, INDICATE REASON.

The grant is related to a work product which is provided by the Division of Planning and is designed along the lines of the LCDC grants, under which the Division of Planning has always submitted the reports. It is not a strict accounting report.

GRANT DURATION AND FUTURE RATIO: (Indicate amount of county match per year.)

July 1, 1987 through June 30, 1989. More funding would be dependent upon the next Oregon Legislative Session.

ADVANCE REQUESTED _____ YES _____ NO. IF NOT, INDICATE REASON.

RECEIPT OF FUNDS WILL BE DEPOSITED TO PO BOX x OR WIRED DIRECTLY _____.
 IF NOT, INDICATE REASON.

COLUMBIA RIVER GORGE COMMISSION

P.O. Box 730 • 288 E. Jewett Blvd. • White Salmon, WA 98672 • (509) 493-3323

Richard P. Benner, Executive Director

INTERAGENCY AGREEMENT

This agreement is between the Columbia River Gorge Commission (the Commission) and MULTNOMAH County (the County).

Whereas implementation of the Columbia River Gorge National Scenic Area Act (the Act) and enabling legislation by the State of Oregon requires work to be done by the county, a portion of which falls within the Scenic Area, to facilitate work of the Commission; and

Whereas, the work required of the County is often in addition to work upon which the County budget is based and exceeds County resources; and

Whereas the Oregon Legislature appropriated \$20,000 to the Commission to help the County bear the additional costs imposed by implementation of the Act and enabling legislation during the 1987-89 biennium,

Now, therefore, the Commission and the County agree as follows:

1. The County agrees to assist the Commission in its inventory tasks by providing to the Commission or its contractors such information as they may request so long as that information is readily available to the County and does not require primary research. For example, the County will be asked to make available maps showing the boundaries of fire districts within its boundaries, but will not be expected to gather data about the characteristics of users of County parks.
2. The County agrees to assist the Commission in its development review task by producing the names and addresses of property owners within 250 feet of proposed major development actions in a timely matter at the request of the Commission. The Commission estimates no more than 25 such proposals in the County in the remainder of the biennium.
3. The County agrees to assist the Commission in the development of policies and land use designations by making representatives of the County available for Commission meetings and workshops for that purpose.
4. The Commission agrees to pay up to \$20,000 during the 1987-89 biennium to the County for the work described above and for other work arising from implementation of the Act, such as responding to inquiries from the Commission or the public on development proposals, distributing Commission materials and information to County residents, preparing materials for adjustments to urban area, special or general management areas or developing information useful to the Commission in siting recreation facilities within the County. The Commission shall pay the County on a periodic basis upon submission by the County to the Commission of an invoice for work completed.

INTERAGENCY AGREEMENT

Page 2

5. The County shall submit to the commission a final report on work performed under this agreement within 30 days after termination of the grant period. The grant period shall terminate on June 30, 1989.
6. The County shall submit to the Commission, at its request, an interim report on work performed under this agreement on January 15, 1989.
7. The County will use standard accepted accounting procedures and will maintain fiscal records of receipt and expenditure of funds pursuant to a grant from the Commission. Grant accounting records will be separately maintained from other accounting records.
8. The Attorney General of the State of Oregon and the Executive Director of the Columbia River Gorge Commission, or any duly authorized representative, shall have access to and the right to examine any pertinent books, documents, papers and records of transactions related to a grant from the Commission for three years after a final report is submitted by the County.
9. If the County fails to comply with any of the requirements of or conditions on a grant from the Commission, the Commission may in its sole discretion and without incurring liability therefore refuse to perform further to this agreement, except that the Commission shall make further disbursement to County necessary to pay for services accrued but not paid prior to the date of such refusal. The County shall upon demand return to the Commission any unobligated funds.

Multnomah COUNTY
By: Gladys McCoy
Title: County Chair
Date: 6/20/88

COLUMBIA RIVER GORGE COMMISSION

By: _____
Title: _____
Date: _____

RPB:jmb
COUNTY.AGR
DIR.11



MULTNOMAH COUNTY OREGON

42
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Ms. Linda Alexander, Director
Department of General Services
1120 SW Fifth
Portland, OR

Dear Ms. Alexander:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

In the matter of ratification of five intergov-)
ernmental agreements to provide support services)
with City of Portland: 1) printing, 2) mail dis-)
tribution, 3) copier services, 4) inventory ser-)
vices; and 5) lease agreement for use of City of)
Portland Printing Center R-6)

Linda Alexander, General Services Director, said these matters are the culmination of approximately seven months work by City/County staff. This project began in 1970, and represents much cooperation and coordination of effort by all those who have worked on the project.

City of Portland Commissioner Bob Koch expressed his appreciation for the cooperative spirit in which this project has been developed; and said it represents a 10% reduction in costs which will benefit taxpayers. He said he and the Chair had signed a directive to each of their respective staff requesting cooperative work and relationships in working toward the goal of the project; and that the goal has been reached. He commended the Board for their success in meeting community human needs, and volunteered to assist them in any way he could.

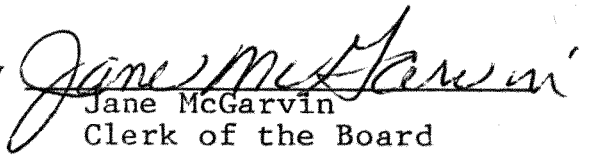
Upon motion of Commissioner Miller, duly seconded by Commissioner Anderson, it is unanimously

ORDERED that said intergovernmental agreements be ratified.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By


Jane McGarvin
Clerk of the Board

jm

cc: Budget
Finance
Purchasing
Harriet Weber
Administrative Services

DATE SUBMITTED

(For Clerk's Use)

Meeting Date

Agenda No.

16
6/16/88
R-6

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: IGA's for Various Support Services with
City of Portland

Informal Only* June 14, 1988
(Date)

Formal Only June 16, 1988
(Date)

DEPARTMENT General Services DIVISION Administrative Services

CONTACT Kathy Busse TELEPHONE 248-5111

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Kathy Busse

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Five intergovernmental agreements to provide support services between City of Portland and Multnomah County; 1) printing, 2) mail distribution, and 3) copier services, for Multnomah County. Also; 4) inventory services, and 5) a lease agreement for the City of Portland printing center.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 30 minutes

IMPACT:

PERSONNEL

☒ FISCAL/BUDGETARY

☒ General Fund

Other

~~Contract Approval Form~~
~~Original given to [illegible]~~
Original Contracts to K Busse 6/23
All signed & Ret. Reed
Contracts to City 7/1/88
Lease originals to
F&E MSMT 7/6/88
Agreements & Callgen (Budget) 7/6/88
(plus)

BOARD OF
COUNTY COMMISSIONERS
1988 JUN - 7 PM 2:42
MULTNOMAH COUNTY
OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: [Signature]

BUDGET / PERSONNEL [Signature]

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) [Signature]

OTHER [Signature]
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

DATE SUBMITTED

(For Clerk's Use)

Meeting Date

Agenda No.

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: IGA's for Various Support Services with
City of Portland

Informal Only* June 14, 1988
(Date)

Formal Only June 16, 1988
(Date)

DEPARTMENT General Services DIVISION Administrative Services

CONTACT Kathy Busse TELEPHONE 248-5111

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Kathy Busse

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Five intergovernmental agreements to provide support services between City of Portland and Multnomah County; 1)printing, 2)mail distribution, and 3)copier services, for Multnomah County. Also; 4) inventory services, and 5)a lease agreement for the City of Portland printing center.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 30 minutes

IMPACT:

PERSONNEL

☒ FISCAL/BUDGETARY

☒ General Fund

Other

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: RB Linda D. Stewart

BUDGET / PERSONNEL Malinda J. Seely

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) John D. Bay

OTHER F. D. Baker (Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.



MULTNOMAH COUNTY OREGON

CONTRACT APPROVAL FORM
(See instructions on reverse side)

TYPE I

- ☐ Professional Services under \$10,000
- ☐ Revenue
- ☐ Grant Funding
- ☒ Intergovernmental Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

TYPE II

- ☐ Professional Services over \$10,000 (RFP, Exemption)
- ☐ PCRB Contract
- ☐ Maintenance Agreement
- ☐ Licensing Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

Contact Person Kathy Busse Phone 248-5111 Date 6-1-88
Department General Services Division Administrative Services Bldg/Room 421/1st
Description of Contract Comprehensive printing services agreement with City of Portland
Bureau of General Services

RFP/BID # NA Date of RFP/BID NA Date of Exemption NA

Reviewed For ☐ MBE ☐ FBE Participation Contractor is ☐ MBE ☐ FBE

Contractor Name City of Portland
Bureau of General Services
Mailing Address 1120 S.W. 5th, R. 1200
Portland, OR
Phone 796-6926
Employer ID# or SS# _____

Effective Date July 1, 1988
Termination Date June 30, 1993

Total Amount of Agreement \$ Requirements

Payment Terms
☐ Lump Sum \$ _____
☐ Monthly \$ _____
☐ Other \$ _____
☐ Requirements contract-requisition required
Purchase Order No. _____

Required Signatures:
Department Head [Signature] Date 6/3/88
Purchasing Director _____ Date _____
(Type II Contracts Only)
County Counsel [Signature] Date 6/3/88
Budget Office [Signature] Date 6/6/88
County Executive/Sheriff _____ Date _____

TRANSACTION CODE		P.O.		AGENCY		PO DATE		m m d d y y		ACCOUNTING PERIOD		m m y y		BUDGET FY		y y		ACTION	
																		<input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)	
VENDOR CODE				VENDOR NAME										TOTAL AMOUNT		\$			
LINE NO.	CONTRACT NUMBER		FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION				AMOUNT		INC/ DEC IND			
	40111-8									various Charge back!				\$					
	40111-8													\$					
														\$					
														\$					

INTERGOVERNMENTAL AGREEMENT

PRINTING SERVICES

THIS CONTRACT, made and entered into as of the _____ day of _____, 19____, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred to as "County"), and the City of Portland Bureau of General Services (hereinafter referred to as the Bureau),

The parties agree as follows:

1. Term.

The term of this Agreement shall be from July 1, 1988 to and including June 30, 1993, unless sooner terminated under the provisions hereof.

2. Services.

A. The Bureau shall provide printing services to the County of the following kinds and in accordance with the following standards:

1. Copy center duplication - 24 hour turnaround of routine printing (camera ready reports not to exceed 2,000 impressions, photocopy quality, black ink on white stock, collated and two sided if necessary) done in-house by the Bureau,
2. Large or complex printing jobs, done in-house or vended by Bureau, (documents with special instructions, colored inks or quality paper, bindery and finishing operations, typesetting) with negotiable turnaround times,
3. Standard forms (multipart, carbonless sets, continuous forms), letterheads, business cards, labels,
4. Technical assistance to County Agencies in the areas of graphic design, production methods and alternatives, writing specifications, bidding vended work, and cost control.
5. All originals, photographs, artwork, paste-ups, negatives and magnetic media used in the production of the printing provided under this agreement shall remain or become the property of the County at the time of delivery.
6. Poor quality printing, or printing that fails to match the specifications ordered, will be sufficient reason for rejection of all or any part of the completed order and a reprint will be required at no cost to County.
7. Copy Center underruns are not acceptable.

8. Overruns will be accepted up to 10% of the original quantity requested, however payment of overruns will be based on 75% of the unit price of the requested quantity.

B. The County agrees to purchase all printing requirements from or through the Bureau except as noted below:

1. printing for the Elections Division
2. forms required by statutes or administrative requirement of the Federal or State government to be purchased from those governments
3. any County organization without convenient access to the Bureau for rush jobs.
4. Warrants and checks used by the Finance Division.

3. Compensation.

A. County agrees to pay Bureau for printing services as follows:

1. For copy center duplication according to the fixed prices established by attachment A., which prices shall be recalculated annually and made available to the County by December 1st of each year for the following fiscal year.
2. Notwithstanding Section 3A, Sub. 1, effective June 1st and December 1st of each year, the Bureau will adjust fixed prices to reflect a change of greater than 10% in the market price of bond paper.
3. For all other printing services according to the time and materials used to produce the printing at hourly rates established by attachment A, which rates shall be recalculated annually and made available to the County by December 1st of each year for the following fiscal year.

B. The Bureau will provide any County agency that requests it an estimate of the total cost of a printing job upon receiving originals. This estimate will not differ more than 10% from the final billed cost of the job. If the Bureau determines that a job will exceed the estimate by more than 10% prior to its completion because of factors not made known to the Bureau by the County agency at the time of the estimate, Bureau will secure a change order from the County agency agreeing to the altered estimate.

C. The Bureau will bill the County Finance Division within 30 days following the close of each City accounting period and will include the following information:

1. By each service line, a total amount due to the City and the corresponding work order for duplicating and graphics, in the same order as the summary sheet in subsection 2 of this section.
 2. A summary sheet for each service attaching costs to account codes provided by County. Eighteen fields are required for the County account code structure: fund (3), agency (3), organization (4), activity code (4), reporting category (4).
 3. The County will pay such billings within 30 days.
 4. The County may not pay billings that fail to include the complete information above.
- D. The County reserves the right to test the Bureau's printing rates by contracting print orders with other vendors on a random basis throughout the year. Tests will not exceed \$10,000 in value in one year.
4. Early Termination.
- A. This Agreement may be terminated prior to the expiration of the agreed-upon term:
1. By both parties upon mutual written consent of the parties;
 2. By the County upon repeated failure to provide the services listed in Section 2, Services, of this agreement;
 3. By the County upon failure of the Bureau to provide rates by December 1 for the following fiscal year.
 4. By the Bureau upon failure to pay undisputed amount within times herein set forth.
- B. Either party may terminate this contract by sending written notification by December 31st to terminate effective July 1 of the following fiscal year.

4. Access to Records.

The County shall have access to such books, documents, papers and records of Bureau as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts and transcripts.

Modification.

Any modification of the provisions of this Agreement shall be in writing and signed by the parties.

Integration.

This Agreement contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, County Chair

CITY OF PORTLAND, OREGON
Bureau of General Services

By Bob Koch
Bob Koch, Commissioner

APPROVED AS TO FORM:

LAURENCE KRESSEL
County Counsel for
Multnomah County, Oregon

By John DuBay
Assistant County Counsel

By Murray Clayton
City Attorney

0771M

CITY OF PORTLAND
 BUREAU OF GENERAL SERVICES
 PRINTING/DISTRIBUTION DIVISION

COPY CENTER
 PROPOSED PRICING SCHEDULE

NUMBER OF COPIES	NUMBER OF ORIGINALS									
	1	2	3	5	10	20	30	40	50	75
25	1.49	2.84	4.58	7.54	14.81	29.62	44.43	59.24	74.05	111.21
50	1.78	3.28	5.58	9.13	17.73	35.46	53.19	70.92	88.65	133.24
75	2.06	3.72	6.60	10.72	20.64	41.28	61.92	82.56	103.20	155.20
100	2.36	4.18	7.61	12.32	23.56	47.12	70.68	94.24	117.80	177.24
150	2.94	5.08	9.62	15.49	29.39	58.78	88.17	117.56	146.95	221.22
200	3.53	5.98	11.64	18.67	35.21	70.42	105.63	140.84	176.05	265.14
240	3.99	6.69	13.25	21.23	39.88	79.76	119.64	159.52	199.40	300.39
500	7.04	11.37	23.74	37.78	70.18	140.36	210.54	280.72	350.90	529.04

ENVELOPES

Reprint Standard Envelopes

500 envelopes

\$18.90 #10

1000 envelopes

\$29.43 #10

Each additional

1000 envelopes

\$21.06 #10

LETTERHEAD

Reprint Standard Letterhead

500 20# Paper Stock

\$17.68

1000 20# Paper Stock

\$22.82

Each additional

1000 20# Paper Stock

\$10.28

BUSINESS CARDS

Standard Business Card

1 Box/500 SB cards per box

\$13.25

Reprint Standard Letterhead

500 Paper Stock

\$23.43 24#

1000 24# Paper Stock

\$34.30

Each additional

1000 24# Paper Stock

\$21.74

PRINTING HOURLY RATES

Hourly Rate for Duplicating

\$42/hour

Hourly Rate for Graphics

\$50/hour

Hourly Rate for Photography

\$55/hour

Rates include all applicable overhead charges.

Large Volume Copier

.042 per copy

1485F/kd



MULTNOMAH COUNTY OREGON

CONTRACT APPROVAL FORM
(See instructions on reverse side)

TYPE I

- ☐ Professional Services under \$10,000
- ☐ Revenue
- ☐ Grant Funding
- ☒ Intergovernmental Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

TYPE II

- ☐ Professional Services over \$10,000 (RFP, Exemption)
- ☐ PCRB Contract
- ☐ Maintenance Agreement
- ☐ Licensing Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

Contact Person Kathy Busse Phone 248-5111 Date 6-1-88

Department General Services Division Admin. Services Bldg/Room 421/1st

Description of Contract Copy machine services ~~XXXX~~ provided by City of Portland for various County locations

RFP/BID # NA Date of RFP/BID NA Date of Exemption NA

Reviewed For ☐ MBE ☐ FBE Participation Contractor is ☐ MBE ☐ FBE

City of Portland
Contractor Name Bureau of General Services
Mailing Address 1120 S.W. 5th, R. 1200
Portland, OR
Phone 796-6926
Employer ID# or SS# _____

Effective Date July 1, 1988

Termination Date June 30, 1993

Total Amount of Agreement \$ _____ Requirements _____

Payment Terms
☐ Lump Sum \$ _____
☐ Monthly \$ _____
☐ Other \$ _____
☐ Requirements contract-requisition required
Purchase Order No. _____

Required Signatures:

Department Head [Signature] Date 6/3/88

Purchasing Director _____ Date _____
(Type II Contracts Only)

County Counsel [Signature] Date 6/3/88

Budget Office [Signature] Date 6/6/88

County Executive/Sheriff _____ Date _____

TRANSACTION CODE	P.O.	AGENCY	PO DATE	m m d d y y	ACCOUNTING PERIOD	m m y y	BUDGET FY	y y	ACTION		
VENDOR CODE		VENDOR NAME				TOTAL AMOUNT		\$	<input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)		
LINE NO.	CONTRACT NUMBER	FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION	AMOUNT	INC/ DEC IND
	40112-8									\$	
										\$	
										\$	
										\$	

INTERGOVERNMENTAL AGREEMENT

COPIER SERVICES

THIS CONTRACT, made and entered into as of the _____ day of _____, 19____, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred to as "County"), and the City of Portland Bureau of General Services (hereinafter referred to as the Bureau),

The parties agree as follows:

1. Term.

The term of this Agreement shall be from July 1, 1988 to and including June 30, 1993, unless sooner terminated under the provisions hereof.

2. Services.

A. The Bureau shall provide copy machines to the County at two levels of service:

1. FULL SERVICE: The Bureau provides the copier, paper, all supplies, vendor maintenance, and key operator services (minor maintenance, upkeep, cleaning, supplying, etc.).
2. PARTIAL SERVICE: The Bureau provides the copier and vendor maintenance only.

B. Level of service will be determined by consultation between the Bureau and any County organization requesting copier(s) or a change in level of service.

1. Upon request, the Bureau will provide County organizations with forms for requesting a copier(s) or changed level of service. County organizations will complete the forms and the Bureau will recommend appropriate copiers or service levels.
2. If the County organization and the Bureau do not agree on the kind of copier that is appropriate, the Bureau will forward the evaluation forms and the Bureau's recommendation to the County Purchasing manager.
3. After review of the evaluation forms and Bureau recommendation, the County may choose to purchase a copier the Bureau does not recommend. In such cases, the Bureau may choose to provide no service to the copier.
4. Other situations may occur in which the Bureau will provide no service to copiers, such as:
 - a. copiers in remote, low volume areas where services would be cost ineffective,
 - b. copiers installed before the start of the copier services where no replacement has been necessary.

C. The Bureau may upgrade the level of service or substitute different copiers that contain similar features at any time during the fiscal year. The Bureau will upgrade level of service or add copiers for organizations that notify the Bureau by May 15th that such upgrades have been budgeted for the following fiscal year.

1. County organizations may request cost estimates for new or upgraded copier services by January 15th.

2. The Bureau will provide County organizations with cost estimates, when requested, by February 1st for inclusion in the following year's budget.

3. Compensation.

A. County agrees to pay Bureau for copier services according to the prices established by attachment A., which prices shall be recalculated annually and made available to County prior to December 1st of each year.

B. Billings shall be made by the Bureau to the County Finance Division within 30 days following the close of each City accounting period and shall include the following information:

1. For each organization, number of copies, additional charges, and a total amount due to the City in the same order as the summary sheet in subsection 2.

2. A summary sheet for each service attaching costs to account codes provided by County. Eighteen fields are required for the County account code structure: fund (3), agency (3), organization (4), activity code (4), reporting category (4).

3. County will pay such billings within 30 days.

4. The County will not pay billings that fail to include the complete information above.

C. If the cost of operating the Bureau for any fiscal year is greater or less than its income, the difference will be adjusted by changes in its rates for the succeeding fiscal year.

4. Early Termination.

A. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By both parties upon mutual written consent of the parties;

2. By the County upon repeated failure to provide the services listed in Section 2, Services, of this agreement;

3. upon failure of the Bureau to provide rates by December 1st for the following fiscal year.

4. By the Bureau upon failure to pay undisputed amounts within the terms herein set forth.
 - B. Either party may terminate this agreement by sending written notification by December 1st of its intent to terminate effective July 1st of the following fiscal year.
 - C. Termination under any provision of this paragraph will not affect any right, obligation or liability of Bureau or County which accrued prior to such termination.
5. Access to Records.
 - A. County will have access to such books, documents, papers and records of Bureau as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts and transcripts.
 - B. The Bureau will provide quarterly to the County Purchasing manager a list of all copiers at County locations, their service level, the kind of copier, the number of copies per minute it produces, all additional features, date of purchase, original cost, replacement cost, meter, replacement volume, remaining volume, monthly usage volume, replacement year, and estimate of accumulated depreciation. This list will be updated quarterly and will be available to the Purchasing manager within 30 days of the close of the quarter.
6. Modification.

Any modification of the provisions of this Agreement will be reduced to writing and signed by the parties.
7. Integration.

This Agreement contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, County Chair

CITY OF PORTLAND, OREGON
Bureau of General Services

By Bob Koch
Bob Koch, Commissioner

APPROVED AS TO FORM:

LAURENCE KRESSEL
County Counsel for
Multnomah County, Oregon

By John DeBary
Assistant County Counsel

By Harry Meyers
City Attorney

0801M

CITY OF PORTLAND
BUREAU OF GENERAL SERVICES
PRINTING/DISTRIBUTION DIVISION

COPIER SERVICES
PROPOSED PRICING SCHEDULE

Copy Service Charges

Full Service - \$.031 per copy
Partial Service - \$.026 per copy

Replacement Service - no initial charge.

New placement or upgrade of copier features (two-side, reduction, etc.) requires an initial one-time payment. Amount varies by feature; type of machine.

1740F/KB/kd



MULTNOMAH COUNTY OREGON

CONTRACT APPROVAL FORM
(See instructions on reverse side)

TYPE I

- ☐ Professional Services under \$10,000
- ☐ Revenue
- ☐ Grant Funding
- ☒ Intergovernmental Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

TYPE II

- ☐ Professional Services over \$10,000 (RFP, Exemption)
- ☐ PCRB Contract
- ☐ Maintenance Agreement
- ☐ Licensing Agreement

Amendment to above, Number _____
(Original Contract Amount _____)

Contact Person Kathy Busse Phone 248-5111 Date 6-1-88

Department General Services Division Admin. Services Bldg/Room 421/1st

Description of Contract Multnomah County inventory control and handling services provided to
City of Portland Bureau of General Services for supplies from County Central Stores

RFP/BID # NA Date of RFP/BID NA Date of Exemption NA

Reviewed For ☐ MBE ☐ FBE Participation Contractor is ☐ MBE ☐ FBE

Contractor Name City of Portland, Bureau of
General Services
Mailing Address 1120 S.W. 5th, R 1400
Portland, OR
Phone 796-6926
Employer ID# or SS# _____

Effective Date July 1, 1988

Termination Date June 30, 1993

Total Amount of Agreement \$ REQUIREMENTS

Payment Terms

- ☐ Lump Sum \$ _____
- ☐ Monthly \$ _____
- ☐ Other \$ _____

☐ Requirements contract-requisition required
Purchase Order No. _____

Required Signatures:

Department Head [Signature] Date 6/3/88

Purchasing Director _____ Date _____
(Type II Contracts Only)

County Counsel [Signature] Date 6/3/88

Budget Office [Signature] Date 6/6/88

County Executive/Sheriff _____ Date _____

TRANSACTION CODE		P.O.		AGENCY		PO DATE		m m d d y y		ACCOUNTING PERIOD		m m y y		BUDGET FY		y y		ACTION	
																		<input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)	
VENDOR CODE				VENDOR NAME										TOTAL AMOUNT		\$			
LINE NO.	CONTRACT NUMBER		FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION					AMOUNT		INC/ DEC IND		
	40113-8														\$				
															\$				
															\$				
															\$				

INTERGOVERNMENTAL AGREEMENT

INVENTORY CONTROL AND HANDLING SERVICES

THIS CONTRACT, made and entered into as of the _____ day of _____, 19____, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred to as "County"), and City of Portland Bureau of General Services (hereinafter referred to as "Bureau"),

The parties agree as follows:

1. Term.

The term of this Agreement shall be from July 1, 1988 to and including June 30, 1993, unless sooner terminated under the provisions hereof.

2. Services.

The County will, after consultation with the Bureau, purchase materials and supplies necessary to the operation of the Bureau that are included in the inventory of the County warehouse. Specific services include:

Ordering, receiving and verifying shipment quantity, determining and maintaining inventory levels sufficient to avoid interruption of the normal operation of the Bureau.

3. Compensation.

The City agrees to pay 8 percent of the total amount on each order filled, for services described in Section 2 Services, above.

4. Billings.

A. County will bill the Bureau within thirty (30) days following the close of each County accounting period for the supplies purchased by the Bureau through the County warehouse.

B. County will include in the billing, an itemized summary sheet indicating the total amount due from each order filled (cost plus 8 percent surcharge) and a corresponding County requisition Form PD4 in the same order as the summary sheet.

C. The Bureau will pay such billings within thirty (30) days of receipt.

D. The Bureau will not pay billings that fail to include the information in B. above.

5. Early Termination.

A. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. By both parties upon mutual written consent;
 2. By the City upon repeated failure to provide the services listed in Section 2, Services, of this agreement:
 3. By the County upon failure to pay any undisputed billing within the times set forth herein.
- B. Either party may terminate this contract by sending written notification by December 31st to terminate effective July 1st of the following fiscal year.
- C. Termination under any provision of this paragraph shall not affect any right, obligation or liability of the Bureau or the County which accrued prior to such termination.
6. Access to Records.

City shall have access to such books, documents, papers and records of the County as are directly pertinent to this Agreement.

7. Integration.

This Agreement contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, County Clerk

CITY OF PORTLAND, OREGON
Bureau of General Services

By Bob Koch
Bob Koch, Commissioner

APPROVED AS TO FORM:

LAURENCE KRESSEL
County Counsel for
Multnomah County, Oregon

By John DuBay
Assistant County Counsel

By Marvin C. Cooper, Jr.
City Attorney



MULTNOMAH COUNTY OREGON

CONTRACT APPROVAL FORM

(See instructions on reverse side)

TYPE I

- ☐ Professional Services under \$10,000
☐ Revenue
☐ Grant Funding
☒ Intergovernmental Agreement

Amendment to above, Number _____
 (Original Contract Amount _____)

TYPE II

- ☐ Professional Services over \$10,000 (RFP, Exemption)
☐ PCRB Contract
☐ Maintenance Agreement
☐ Licensing Agreement

Amendment to above, Number _____
 (Original Contract Amount _____)

Contact Person Kathy Busse Phone 248-5111 Date 6-1-88

Department General Services Division Administrative Services Bldg/Room 421/1st

Description of Contract Interoffice metered and U.S. mail distribution services with City of Portland Bureau of General Services

RFP/BID # NA Date of RFP/BID NA Date of Exemption NA

Reviewed For ☐ MBE ☐ FBE Participation Contractor is ☐ MBE ☐ FBE

Contractor Name City of Portland
 Mailing Address Bureau of General Services
1120 S.W. 5th, R. 1200
Portland, OR
 Phone _____
 Employer ID# or SS# 796-6926

Effective Date July 1, 1988

Termination Date June 30, 1993

Total Amount of Agreement \$ Requirements

Payment Terms

- ☐ Lump Sum \$ _____
☐ Monthly \$ _____
☐ Other \$ _____

☐ Requirements contract-requisition required
 Purchase Order No. _____

Required Signatures:

Department Head Linda D. Alexander Date 6/3/88

Purchasing Director _____ Date _____
 (Type II Contracts Only)

County Counsel Cheryl DuBay Date 6/3/88

Budget Office Malinda J. Judy Date 6/6/88

County Executive/Sheriff _____ Date _____

TRANSACTION CODE	P.O.	AGENCY	PO DATE	m m d d y y	ACCOUNTING PERIOD	m m y y	BUDGET FY	y y	ACTION		
									<input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)		
VENDOR CODE		VENDOR NAME						TOTAL AMOUNT	\$		
LINE NO.	CONTRACT NUMBER	FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION	AMOUNT	INC/DEC IND
	40110-B								Various	\$	
									(Charge back)	\$	
										\$	
										\$	

INTERGOVERNMENTAL AGREEMENT

MAIL DISTRIBUTION SERVICES

THIS CONTRACT, made and entered into as of the _____ day of _____, 19____, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred to as "County"), and the City/County Bureau of General Services (hereinafter referred to as the Bureau),

The parties agree as follows:

1. Term.

The term of this Agreement shall be from July 1, 1988 to and including June 30, 1993, unless sooner terminated under the provisions hereof.

2. Services.

- A. Bureau's services under this Agreement shall consist of the following and will be provided to the locations listed in attachment A:

Interoffice Mail will be picked up and delivered each working day at the approximate time(s) agreed upon by the Bureau and each customer. Maximum delivery time for interoffice mail will be one (1) complete working day. (Building to building service.)

Incoming U.S. Mail that is delivered by the Bureau will be delivered within four (4) hours of receipt.

Outgoing U.S. Metered Mail received before 5 p.m. will be processed and delivered to the Post Office on the same day.

Addressing and Inserting will be provided on the basis of negotiated timelines, and legal deadlines.

Special Delivery services will be provided on the basis of negotiated timelines for each job. The Bureau will provide this service within five (5) working days or inform the customer at the time of the request that the Bureau cannot provide the service at that time.

- B. The County agrees to use the Bureau for its mail distribution services except as noted below:

1. Any County organization without convenient access to the Bureau.
2. Mail services that the Bureau does not provide.
3. The County reserves the right to cancel services at a mail location provided the County notifies the Bureau, in writing, of unsatisfactory service and the Bureau does not take corrective action within 10 business days. If the unsatisfactory mail service cannot be resolved, the County Chair or designee will notify the Bureau to discontinue service to that mail location. The cost will be prorated to the date of cancellation for final billing to that location.

4. the County will notify the Bureau by October 31st if there are projected changes to attachment A for the next fiscal year.

3. Compensation.

- A. County agrees to pay the Bureau for mail distribution services according to the fixed prices established by attachment B, which prices will be recalculated annually and made available to the County by December 1st of each year for the following year.
- B. The Bureau will bill the County Finance Division within 30 days following the close of each City accounting period and will include the following information:
 1. By each account code, a total amount due to the City. Eighteen characters are required for the County account code structure: fund (3), agency (3), organization (4), activity code (4), reporting category (4).
 2. By service type listed in Section 2, Services.
 3. The County will pay such billings within 30 days.
 4. The County may not pay billings that fail to include the complete information above.

4. Early Termination.

- A. This Agreement may be terminated prior to the expiration of the agreed-upon term:
 1. By both parties upon mutual written consent;
 2. By the County upon repeated failure to provide the services listed in Section 2, Services, of this agreement;
 3. By the County upon failure to provide rates to the County, by December 1st for the following fiscal year.
 4. By the Bureau upon failure to pay undisputed amounts within the terms herein set forth.
- B. Either party may terminate this contract by sending written notification by December 31st to terminate effective July 1st of the following fiscal year.

C. Termination under any provision of this paragraph shall not affect any right, obligation or liability of the Bureau or County which accrued prior to such termination.

5. Access to Records.

County shall have access to such books, documents, papers and records of the Bureau as are directly pertinent to this Agreement.

6. Security

All mail and postage meters are to be attended or secured at all times.

7. Modification.

Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties.

8. Integration.

This Agreement contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, County Chair

CITY OF PORTLAND, OREGON
Bureau of General Services

By Bob Koch
Bob Koch, Commissioner

APPROVED AS TO FORM:

LAURENCE KRESSEL
County Counsel for
Multnomah County, Oregon

By Laurence Kessel
Assistant County Counsel

By William D. Meyer
City Attorney

0843M

<u>ORGANIZATION</u>	<u>BLDG. #</u>	<u>UNITS</u>
DHS Administration	160	4.7
Health officer	160	2.9
Communicable Diseases	160	5.0
Environmental Health	160	8.9
Vector Control	312	2.1
Emergency Medical	160	3.6
Burnside Clinic	248	1.8
Northeast Clinic	322	3.8
Columbia Villa Clinic	323	3.6
Health Supply	421	1.0
Gresham Clinic	403	3.3
Corrections Health	119	2.5
Health Administration	160	21.9
TB Clinic	160	2.0
Health Lab	160	1.2
Westside Clinic	160	1.3
Dental Health	421	.6
Refugee Clinic	160	1.6
Health - Fiscal	160	7.3
Grace Peck Clinic	420	4.9
Roosevelt THC	261	1.7
Jefferson THC	251	1.7
Cleveland THC	431	1.7
Marshall THC	429	1.7
Social & Aging Svcs.	160	2.4
MR/DD (2 locations)	160	5.0
MED	160	1.8
School Mental Health	160	1.4
Alcohol & Drug	160	2.5
Youth Services Administration	160	2.5
YSC-North	220	1.8
YSC-Southwest	167	2.2
YSC-Southeast	407	1.5
YSC-Northeast	352	1.8

<u>ORGANIZATION</u>	<u>BLDG. #</u>	<u>UNITS</u>
YSC-Outereast	457	1.6
YSC-East County	408	1.6
MCCAA	402	3.3
LIEP	402	1.3
Aging	402	1.3
AAA-Administration	160	4.8
AAA-East	441	2.1
AAA-West	211	1.7
AAA-Northeast	352	1.9
AAA-Southeast	435	1.7
Public Guardian	160	2.5
Adult Housing	160	2.3
Justice Services	106	2.7
Probation	481	3.8
Probation	101	1.8
Probation	311	2.6
Community Corrections	106	2.5
Alternative Community Svc.	101	2.4
District Attorney	119	3.5
District Attorney	101/8	3.3
District Attorney	101/7	3.3
District Attorney	101/6	13.0
Support Enforcement	106	7.5
Victims Assistance	101	2.6
Case Management	357	2.1
Juvenile Court	311	9.2
Case Management	311	5.0
Claire Argow	311	6.7
Juvenile Svcs. Commission	166	3.3
Medical Examiner	315	1.9
Family Services	101	2.9
District Attorney	412	2.0
Street Supervision	142	1.5
Restitution Center	155	3.2

<u>ORGANIZATION</u>	<u>BLDG. #</u>	<u>UNITS</u>
MCCF	331	2.3
Corrections Supply	119	2.5
Corrections Administration	119	2.5
Corrections Records	119	2.5
Courthouse Jail	101	2.0
Civil Process	101	2.0
Civil Process	313	2.5
MCSO	313	20.1
DES Administration	412	2.9
Motor Pool	425	2.2
Fleet	425	2.2
Planning & Development	412	4.8
Community Development	412	4.8
Parks	425	2.6
DES Accounting	412	3.6
DES Engineering	425	3.8
Operations & Maintenance	425	2.8
Bridge Shop	446	1.3
Animal Control	324	10.3
Cable	106	2.3
Board of Equalization	101	6.1
Finance	106	34.9
Purchasing	421	6.5
Intergovernmental Relations	106	6.0
Employee Relations	106	11.9
County Counsel	106	3.8
Assesment & Taxation	166	24.7
Tax Recording	166	13.4
Tax Appraisal	166	2.8
Tax Collector	166	18.5
Records	421	3.9
Elections	414	10.9
Facilities Management	421	2.9

<u>ORGANIZATION</u>	<u>BLDG. #</u>	<u>UNITS</u>
Facilities Management	119	2.5
Information Services	327	6.5
Auditor	101	2.6
Citizen Involvement	106	2.5
Tax Supervisor	106	1.8
County Executive	101	8.1
County Commissioners	101	11.9
Commissioner Miller	332	1.4

DISTRIBUTION RATES FOR FY 1988-89

Delivery and Processing

\$641 per unit

This includes pickup and delivery of all interoffice and US mail plus processing of same. A unit is a relative measure of the cost of providing these services to a given location. A unit is a function of the distance to the location, the volume of mail to be moved and the total volume of deliverable to that location.

Inserting

\$.021 per piece inserted

Addressing

\$.031 per piece addressed

Special Delivery

\$21.00 per hour

Postage

Current rates plus .040
service charge

1485F/2



GLADYS McCOY, Multnomah County Chair

Room 134, County Courthouse
1021 S.W. Fourth Avenue
Portland, Oregon 97204
(503) 248-3308

MEMORANDUM

TO: Howard Klink
Merlin Reynolds
Terry McQuade
Jean Miley
Jane McGarvin
Sherrill Rudolph
Phil Clifford

FROM: Mike Dolan *MD*

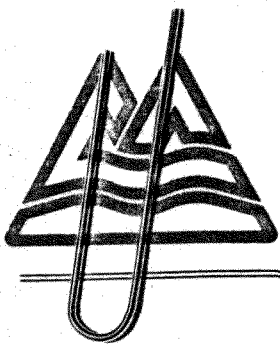
RE: New contract with City-County duplicating

DATE: June 10, 1988

Multnomah County and the City of Portland have reached agreement on a new series of five contracts to operate City/County Duplicating. The contracts are scheduled to be ratified June 16.

For your information, a copy of the print contract is enclosed. This is the contract you helped with at the beginning of negotiations some time ago. I feel our negotiators in Purchasing did an outstanding job.

BOARD OF
COUNTY COMMISSIONERS
1988 JUN 10 PM 4:05
MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY OREGON

REAL PROPERTY LEASE DESCRIPTION FORM

☒ Revenue ☒ County Owned ☒ Intergovernmental Agreement
☐ Expense ☐ Road Fund ☐ Private
☐ Rent Free Agreement ☐ Tax Title
☐ Sublease

Property Management
Contact Person F. Wayne George Phone 3322 Date June 9, 1988
Division Requesting Lease Facilities and Property management
Contact Person F. Wayne George Phone 3322

Lessor Name Multnomah County
Mailing Address 2505 S E 11th Ave
97202
Phone 248-3322
Lessee name City of Portland
Mailing Address Room 1200
1120 S W 5th Ave
Phone 796-6926

Effective Date July 1, 1988
Termination Date June 30, 1993
Term of Lease Five (5) Years
Total Amount of Agreement \$ 241,500

Payment Terms

☐ Annual \$ _____ ☒ Monthly \$ 4,025 plus possible annual increases
☐ Other \$ _____

FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJ	SUB OBJ	REV SOURCE	SUB REV	REPT CATEG
100	030	5650				4612		

Address of 2505 S E 11th Ave
Lease Property Ford Building

Purpose of Lease To provide office space, mail room space, print shop space and storage space for the City Printing and Distribution Division

REQUIRED SIGNATURES:

Department Head [Signature] Date 6-10-88
County Counsel [Signature] Date 6-10-88
Budget Office [Signature] Date 6/10/88
Risk Manager _____ Date _____
Property Management [Signature] Date 6/10/88
County Executive/Sheriff _____ Date _____

CODE		FOR ACCOUNTING / PURCHASING ONLY									
VENDOR NAME		YEAR		AUTHORIZATION NOTICE					ENCUMBRANCE "APRON" ONLY		
LINE NO.	NUMBER	FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION	AMOUNT	INC. DEC. IND.
	40114-8										

CONTRACT APPROVAL FORM

TRANSACTION CODE		P O		AGENCY		PO DATE		m m d d y y		ACCOUNTING PERIOD		m m y y		BUDGET FY		y y		ACTION <input type="checkbox"/> Original Entry (E) <input type="checkbox"/> Adjustment (M)	
VENDOR CODE				VENDOR NAME										TOTAL AMOUNT		\$			
LINE NO.		CONTRACT NUMBER		FUND	AGENCY	ORGANIZATION	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	DESCRIPTION				AMOUNT		INC DEC IND		
		40114-8													\$				
															\$				
															\$				
															\$				
															\$				

LEASE

This lease is made and entered into this _____ day of _____, 1988, by and between Multnomah County, Oregon, a political subdivision of the State of Oregon, Lessor, and the City of Portland, a Municipal Corporation of the State of Oregon, Lessee, for its Bureau of General Services, Printing and Distribution Division.

WITNESSETH:

The Lessor hereby leases to the Lessee the following described premises in consideration of and in accordance with the terms, covenants, and conditions herein set forth.

PREMISES: The premises located in the Ford Building, 2505 SE 11th Avenue, consist of approximately 10,665 sq. feet of office space, mail room, and print shop space; approximately 1,244 sq. feet of storage and warehouse space used exclusively by Lessee; and approximately 875 sq. feet of storage space shared with County on a 59% City - 41% County basis.

TERM: This agreement shall take effect on the 1st day of July, 1988, and continue to June 30, 1993, unless sooner terminated as provided herein. Lessor and Lessee shall also meet each November to renegotiate new lease terms as necessary. The results of any changes decided upon at that meeting shall be in writing and made part of the existing agreement by addendum.

RENT: Lessee shall pay rent to Lessor at the rate of \$4,025 per month, payable in advance on or before the first day of each month of the term of this agreement. This rate is computed as follows: 1,582 sq. feet at \$6.75 per sq. foot per year; 9,083 sq. feet at \$4.00 per sq. foot per year; and 875 sq. feet at \$2.50 per sq. foot per year x 59%.

RENTAL ADJUSTMENT: Whenever for any fiscal year - July 1 to June 30 - Lessor's cost of providing the facilities, utilities, and services to the premises are greater than said costs for the prior fiscal year, then the monthly rental for the next succeeding fiscal year will be increased, effective July 1, by an amount representing one-twelfth of such proportion of such increase in costs as is measured by the ratio between the floor area of the leased premises and the total rentable area of the building.

USE: Lessee shall use the premises for the purposes of conducting its official business, and shall not make any unlawful, improper or offensive use of the premises, or cause or permit any activity to be done on or about said premises in any way tending to create a nuisance. Lessee shall repair any damage to premises caused by Lessee, its agents, employees, or invitees. Lessee shall be responsible for all non-maintenance modifications including design, permits, bidding, and construction management. All non-maintenance modifications or renovations shall first be approved in writing by Lessor.

INSURANCE: The Lessee agrees at all times during the term of this lease to, at its own expense, maintain, keep in effect, furnish and deliver to the Lessor liability insurance policies in and with an insurer satisfactory to the Lessor, insuring both Lessor and Lessee against all possibility for damages to persons or property in or about the said demised premises. The

amount of liability insurance shall not be less than One Hundred Thousand Dollars (\$100,000) for injury or death to one person, Three Hundred Thousand Dollars (\$300,000) for injury or death arising out of any one accident, and not less than Fifty Thousand Dollars (\$50,000) for property damage. A certificate of self-insurance provided in lieu of insurance as specified above shall be adequate. To the extent permitted by Oregon Constitution Article XI, Section 9, the Lessee also agrees to hold Lessor harmless against any action arising from injury or damage suffered by any person or property in or about the leased premises during the term of this lease except those based on the Lessor's negligence, and, at the Lessee's expense, shall defend the Lessor against any action arising from such injury or damage and all appeals therefrom and shall satisfy and discharge any judgement or decree that may be awarded against the Lessor in any such proceeding.

TELEPHONES: Telephone service will be provided through Lessor's telephone system. Lessor will bill Lessee and Lessee will pay for line charges and maintenances at the prevailing monthly Lessor rate to users.

UTILITIES AND SERVICES: Lessor will provide and pay for utilities and services, as they now exist, to the premises, including custodial services. Lessee will be responsible for maintenance, repair or replacement of any and all equipment, including vehicles, used exclusively by Lessee in the conduct of its business.

ENTRY TO PREMISES: Lessee will permit the Lessor or its agent to enter the premises at all reasonable times to inspect same.

TERMINATION: Either party may terminate this agreement by sending written notification by December 1st of its intent to terminate effective July 1st of the following fiscal year.

IN WITNESS WHEREOF, the parties have executed this lease as of the date first above written.

APPROVED AS TO FORM:

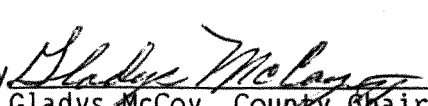
LAURENCE KRESSEL, COUNTY COUNSEL
FOR MULTNOMAH COUNTY, OREGON

By


Assistant County Counsel

MULTNOMAH COUNTY, OREGON, LESSOR

By



Gladys McCoy, County Chair

CITY OF PORTLAND, LESSEE

By


Bob Koch, Commissioner

By


City Attorney

1846F/KB/kd

**INTERGOVERNMENTAL AGREEMENT WITH CITY OF PORTLAND
FOR VARIOUS SUPPORT SERVICES**

SUMMARY DESCRIPTION

Printing Services

The City of Portland will provide comprehensive printing services in an exclusive contract with Multnomah County. There are fixed prices for the most commonly used services (duplicates, business cards, etc.); other services are time and materials. Procedures for receiving estimates are clarified and the billing and charge back systems are significantly improved.

Copier Services

The City will continue to make available two levels of copier service. This contract clarifies the pricing and procedure for acquiring upgrades and additional copiers. We will also receive quarterly management reports on the location and "useful life" of each copier assigned to County programs.

Interoffice Mail

The mail delivery contract has incorporated standards for timeliness and remedies for problems of a repetitive nature. Internal controls for fiscal accountability in billings are improved.

Inventory Services

The County will provide access to our central stores system for the convenience of the City Printing and Distribution office for cost plus an 8 percent service charge. Since the City leases warehouse space, the overhead charge is equivalent to the standard 10% service charge we require for all other public agencies who wish to access our central stores.

Lease Agreement

Multnomah County provides office and warehouse space for the city Printing and Distribution Center located at the Ford Building. The lease specifies lessor and lessee responsibilities including maintenance, utilities, etc.

Terms and conditions included in all contracts:

- Specified standards for quality, timeliness of products or services.
- Annual fixed prices for standard services; time and material rates for non-standard requests.
- Procedure for renegotiating prices on an annual basis.
- Expiration date of June 30, 1993.
- Provision for early termination with notice by either party.
- Specified billing process; procedures for "surgical" or partial remedies without resorting to termination proceedings.

JUN 2 1988

DATE SUBMITTED May 31, 1988

(For Clerk's Use)
Meeting Date 6/16/88
Agenda No. 1-9

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Resolution Adopting Investment Policy

Informal Only* _____
(Date)

Formal Only June 23, 1988
(Date)

DEPARTMENT General Services DIVISION Finance

CONTACT David Boyer TELEPHONE 248-3067

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD David Boyer

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Adoption of Multnomah County Investment Policy as required by ORS 294.135. Investment Policy has been reviewed by the Oregon Short Term Investment Board, Investment Advisory Board and Finance Committee.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ RATIFICATION

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 3 to 10 minutes

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ General Fund

Other _____

88-104

BOARD OF
COUNTY COMMISSIONERS
1988 JUN -7 PM 2:42
MULTNOMAH COUNTY
OREGON

SIGNATURES:

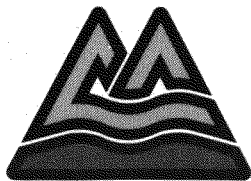
DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Linda P. Snyder

BUDGET / PERSONNEL Malinda Feely

COUNTY COUNSEL (Ordinances, Resolution, Agreements, Contracts) John Kuhl

OTHER _____
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF GENERAL SERVICES
PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
PORTLAND, OR 97204-1934

OFFICE OF THE DIRECTOR
BUDGET & MANAGEMENT
ANALYSIS
COUNTY COUNSEL
EMPLOYEE RELATIONS
FINANCE DIVISION

(503) 248-3303
(503) 248-3883
(503) 248-3138
(503) 248-5015
(503) 248-3312

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY, CHAIR
PAULINE ANDERSON
POLLY CASTERLINE
GRETCHEN KAFOURY
CAROLINE MILLER

MEMORANDUM

TO: Board of County Commissioners
FROM: David Boyer, Finance Manager *DB*
DATE: June 1, 1988
SUBJECT: Adoption of Multnomah County Investment Policy

The attached Investment Policy is being presented to the Board of County Commissioners for adoption by resolution on June 23, 1988.

ORS 294.135 requires all municipalities to have an Investment Policy adopted by the governing bodies each year. The ORS also states that a municipality's Investment Policy must be submitted to the Oregon Short Term Fund Board for review and comment. Multnomah County's Investment Policy was approved by the Short Term Fund Board, and was also approved by the County's Investment Advisory Board and the County's Finance Committee.

The changes made from last year's policy are:

1. Investment Diversification, Page 1
 - a) reduced, from 60% to 45%, the amount that can be invested in a single security type
 - b) added subsection b and c, Page 2
2. Investment limitations
 - a) added CUBES under item #4
3. The Investment Advisory Board, Page 5
 - b) added subsection b

Board of County Commissioners
June 1, 1988
Page 2

4. Internal Controls, Page 5

a) new section added

5. Investment Policy adoption, Page 5

a) revised section for a clearer understanding

If you have any questions, please contact me.

2680E/DB/ld

Attachments



MULTNOMAH COUNTY OREGON

42-43
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE MCGARVIN • Clerk • 248-3277

June 16, 1988

Ms. Linda Alexander, Director
Department of General Services
1120 SW Fifth
Portland, OR

Dear Ms. Alexander:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

In the matter of adopting Multnomah County's)	RESOLUTION
Investment Policy	R-7)	#88-104

Commissioner Miller explained this Resolution is for an update for the County's short term investment policy, and includes only minor adjustments. She moved, duly seconded by Commissioner Casterline, unanimously

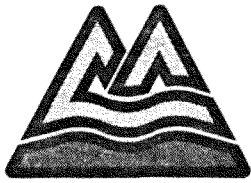
ORDERED that said Resolution be approved.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: Finance



MULTNOMAH COUNTY OREGON

43
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
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POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Ms. Linda Alexander, Director
Department of General Services
1120 SW Fifth
Portland, OR

Dear Ms. Alexander:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

First Reading - An Ordinance in the Matter of)
Adoption of Salary Ranges for Fiscal Year 1988-89)
for Employees Covered by the Exempt Classifica-)
tion/Compensation Plan R-8)

Copies of the above-entitled Ordinance were available to all persons wishing a copy. Ordinance was read by Commissioner Miller by title only.

A hearing was held; no one wished to testify.

Upon motion of Commissioner Miller, duly seconded by Commissioner Casterline, it is unanimously

ORDERED that the First Reading of the above-entitled Ordinance be approved, and that the Second Reading be held on Thursday, June 23, 1988 at 9:30 A.M. in Room 602 of the County Courthouse.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By

Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: County Counsel
Employee Relations

Approved 1st Rd 6/16/88
~~2nd Rd~~ 6/23/88
6/16/88 R-8

BEFORE THE BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

In the Matter of Adoption of Salary)
Ranges for Fiscal Year 1988-89 for)
Employees Covered by the Exempt)
Classification/Compensation Plan.)

ORDINANCE NO. _____

WHEREAS, the Personnel Officer is responsible for recommending to the Board of County Commissioners salary ranges for the Exempt Compensation Plan;

NOW, THEREFORE, Multnomah County ordains as follows:

Section 1. Ordinance No. 555 is hereby repealed.

Section 2. the July 1, 1988, Salary Rates for each classification as shown in Exhibit A are hereby adopted.

ADOPTED this _____ day of _____, 1988, being the date of its second reading before the Board of County Commissioners of Multnomah County, Oregon.

Adopted this _____ day of _____, 1988, upon passage following its reading.

By _____
GLADYS McCOY
Multnomah County Chair

APPROVED AS TO FORM:

LAURENCE KRESSEL
County Counsel for
Multnomah County, Oregon

By _____
County Counsel

2025F

EXHIBIT A
EXEMPT SALARY RANGES
Effective July 1, 1988

JOB CLASS NUMBER	FEDERAL CODE	JOB TITLE			
9006	14	ADMINISTRATIVE ASSISTANT	10.09	11.61	13.12
9330	02	ADMINISTRATIVE SPECIALIST 2	13.62	15.66	17.71
9210	01	CASE MANAGEMENT SUPERVISOR	10.82	12.44	14.06
9007	02	CHAPLAIN	9.76	11.24	12.69
9003	00	CLERK OF THE BOARD	11.69	13.48	15.26
9002	00	CLERK OF THE BOARD/ASSISTANT	10.09	11.61	13.12
9004	14	CLERK/BOARD OF EQUALIZATION	10.09	11.61	13.12
9160	01	COMPUTER OPERATIONS SUPERVISOR	12.43	14.33	16.17
9200	01	CORRECTIONS COUNSELING SUPR	13.62	15.66	17.71
9404	01	CORRECTIONS PROGRAM MANAGER 1	16.59	19.08	21.56
9455	01	CORRECTIONS PROGRAM MANAGER 2	18.20	20.96	23.70
9510	00	COUNTY COUNSEL	23.60	27.15	30.71
9131	01	DATA PROCESSING MANAGER 1	15.53	17.85	20.19
9132	01	DATA PROCESSING MANAGER 2	18.20	20.96	23.70
9500	01	DENTAL HEALTH OFFICER	21.44	24.66	27.88
9390	02	DENTIST 1	15.53	17.85	20.19
9430	01	DENTIST 2	18.20	20.96	23.70
9285	00	DEPUTY AUDITOR	15.53	17.85	21.09
9060	02	DEPUTY COUNTY COUNSEL 1	11.72	13.48	15.23
9190	02	DEPUTY COUNTY COUNSEL 2	13.62	15.66	17.71
9440	02	DEPUTY COUNTY COUNSEL 3	17.16	19.73	22.31
9445	02	DEPUTY COUNTY COUNSEL 4	18.20	20.96	23.70
9465	00	DEPUTY DIST ATTY/FIRST ASST	0	0	0
9450	00	DEPUTY DISTRICT ATTORNEY/CHIEF	22.14	25.46	28.78
9402	01	ELECTRICAL SUPERVISOR	17.74	19.07	20.38
9350	02	ENGINEER/STRUCTURAL	16.52	19.00	21.48
9230	02	ENGINEER/TRAFFIC	16.52	19.00	21.48
9460	00	EXECUTIVE ASSISTANT	0	0	0
9530	00	EXECUTIVE PROGRAM DIRECTOR	23.60	27.15	30.71
9045	02	FACILITIES COORDINATOR	11.72	13.48	15.23
9046	01	FACILITIES SUPERVISOR	13.62	15.66	17.71
9035	01	FINANCE OPERATIONS SUPERVISOR	11.72	13.48	15.23
9340	02	FINANCE SPECIALIST 2	13.62	15.66	17.71
9335	01	FINANCE SPECIALIST SUPERVISOR	12.43	14.33	16.17
9550	00	HEALTH OFFICER	25.98	29.88	33.76
9520	01	HEALTH OFFICER/ASSISTANT	23.60	27.15	30.71
9406	01	HUMAN SERVICES MANAGER	17.10	19.66	22.23
9105	01	HUMAN SERVICES SPECIALIST	14.09	16.21	18.32
9220	01	JUVENILE COUNSELING SUPR	13.62	15.66	17.71
9024	01	LAUNDRY SUPERVISOR	11.72	13.48	15.23
9055	02	LAW CLERK	10.09	11.61	13.12
9001	00	LEGISLATIVE/ADMIN SECRETARY	0	0	0
9139	01	MAINTENANCE OPERATIONS SUPR	12.43	14.33	16.17
9140	01	MAINTENANCE SUPR/ROADS	12.43	14.33	16.17
9090	02	MANAGEMENT ANALYST	11.72	13.48	15.23
9384	02	MANAGEMENT ASSISTANT	15.53	17.85	20.19
9022	00	OFFICE MANAGER/AUDITOR	9.69	11.14	12.59
9021	00	OFFICE MANAGER/CHAIR	9.69	11.14	12.59
9010	00	OPERATIONAL AUDITOR 1	9.69	11.14	12.59
9120	00	OPERATIONAL AUDITOR 2	12.37	13.57	14.76
9280	00	OPERATIONAL AUDITOR 3	13.62	15.66	17.71
9156	01	OPERATIONS MANAGER	13.62	15.66	17.71
9025	01	OPERATIONS SUPERVISOR 1	10.09	11.61	13.12
9155	01	OPERATIONS SUPERVISOR 2	12.12	13.94	15.75
9360	01	PHARMACIST SUPERVISOR	15.53	17.85	20.19
9355	02	PHARMACIST/CLINIC	13.62	15.66	17.71
9490	02	PHYSICIAN	23.60	27.15	30.71
9141	01	PLANT MAINTENANCE SUPERVISOR	12.43	14.33	16.17
9115	01	PROGRAM DEVELOPMENT SPEC/SR	13.62	15.66	17.71
9375	01	PROGRAM MANAGEMENT SPECIALIST	15.53	17.85	20.19
9320	01	PROGRAM MANAGER 1	15.53	17.85	20.19
9420	01	PROGRAM MANAGER 2	18.20	20.96	23.70
9480	01	PROGRAM MANAGER 3	20.56	23.64	26.73
9145	01	PROGRAM SUPERVISOR	13.62	15.66	17.71
9154	01	PROGRAM/STAFF ASSISTANT	13.62	15.66	17.71
9425	01	PUBLIC SAFETY MANAGER	18.20	22.46	26.73
9400	00	STAFF ASSISTANT	0	0	0

Note: Salary for elected officials' staff to be determined by respective elected official pursuant to Ord 438 Section 4.B.



MULTNOMAH COUNTY OREGON

43
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Ms. Linda Alexander, Director
Department of General Services
1120 SW Fifth
Portland, OR

Dear Ms. Alexander:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

First Reading - An Ordinance making certain re-)
visions to the Risk Management Code MCC Chapter)
2.60 R-9)

Linda Alexander, General Services Director, explained this ordinance is the culmination of a seven month effort to provide a prevention component in the Risk Management Program and is a comprehensive program model for the County. She noted changes to the Ordinance (page 3, section 7) clarifies the kinds of insurance fund expenditures allowed. She read the section; and commended Sharon Wylie, Dr. Lloyd Williams, and Larry Kressel for developing the language of the ordinance. In answer to Commissioner Anderson's question, she stated changes appear in the substitute ordinance dated June 15 which is the copy being considered.

Commissioner McCoy said the purpose of the ordinance is to prevent raids on the insurance fund, which tends to build up and give the appearance of a large pool of money available for programs.

Ms. Alexander said she feels that though the report is long and complex, it will save money for the County and the taxpayer in the long run.

Commissioner Miller commended the staff who prepared the report and the ordinance, and said this has been a dream fulfilled.

Ms. Alexander commended Sharon Wylie who prepared the report, for an excellent program which is now complete and needs only to be implemented.

Commissioner Miller read the ordinance by title only.

Copies were available to all those wishing a copy. A hearing was held, no one wished to testify.

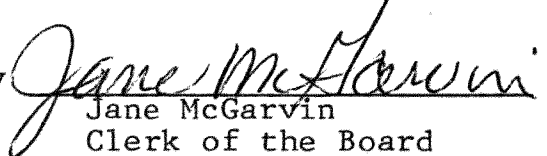
Upon motion of Commissioner Miller, duly seconded by Commissioner Casterline, it is unanimously

ORDERED that the First Reading of the substitute ordinance be approved, and the Second Reading be heard June 23, 1988 at 9:30 a.m. in Room 602 of the County Courthouse.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By


Jane McGarvin
Clerk of the Board

jm

cc: County Counsel

(**Bold** and underlined sections are new or replacements; [bracketed] sections are deleted.)

Revised 6/15/88

*W.R. Approved 6/16/88
and 6/23/88*

BEFORE THE BOARD OF COMMISSIONERS

R-9

FOR THE COUNTY OF MULTNOMAH

ORDINANCE NO. _____

An ordinance making certain revisions to the Risk Management Code MCC Chapter 2.60.

Multnomah County ordains as follows:

Section 1. Findings

(1) In October 1987, the Multnomah County Auditor released an audit of the Risk Management Program of Multnomah County recommending the strengthening of prevention and loss identification efforts and centralizing of several decentralized risk management functional areas.

(2) The Department of General Services responded to the audit with a six month program development project that identified the formal and informal risk management efforts within the county and made recommendations on expansion and funding of deficient program areas. The program development report was presented to the Board of County Commissioners in May 1988 to be implemented in July of 1988 with the new budget year. The program report is called "Risk Management: A Comprehensive Program Model for Multnomah County."

(3) In reviewing the existing Multnomah County Code and Ordinance 381, it was determined that the charter change that created the office of County Chair and replaced the County Executive form of government, plus the enhancements recommended by the program development project and by the audit, made it necessary to amend the ordinance and code. Those changes were requested by the Board on May 31, 1988 and submitted for the Board's consideration at their June 16, 1988 meeting.

Section 2. Amendment.

MCC 2.60.115 is amended to read as follows:

Risk management policy.

The Board of County Commissioners recognizes that a coordinated risk management program is important to the preservation of County assets, the safety of its employees, and the financial interest of Multnomah County's residents. Multnomah County's policy, with respect to the management of all risks of accidental loss, shall have as its objectives:

(A) The protection of the County against the financial consequences of accidental losses.

(B) The preservation of County's assets and public service capabilities from loss, destruction or depletion.

(C) [The minimization of the long-term cost to County of all activities related to the identification, prevention and control of accidental losses and their consequences.] The promotion of a balanced, comprehensive and cost-effective mix of exposure identification, risk evaluation, risk treatment and program implementation and monitoring activities.

(D) The creation of a coordinated management program with internal reporting procedures for incident and claim reporting of all losses incurred by the County, providing a constant assessment of fluctuating exposure to loss, loss-bearing capacity and available financial resources, including insurance.

(E) The establishment, to the extent possible, of an exposure-free County work and service environment in which County employees as well as members of the public can enjoy safety and security in the course of their daily activities.

Section 3. Amendment.

MCC 2.60.120 is amended to read as follows:

Insurance Fund

(A) The County has an Insurance Fund (Fund) created by the Board of County Commissioners separate from the General Fund. The Fund was created to centrally account for all expenditures and reserves associated with the protection of the County's assets, employees, programs and operations. Accounts are established in the Fund for the financial administration of the workers' compensation, general liability, auto, property, employee medical/dental care benefits, life insurance, long-term disability, and unemployment insured and self-insured programs.

(B) Revenue Sources: Appropriations to the Fund will be made as provided in MCC 2.60.130 (B).

(C) Disbursements: In accordance with code and administrative procedures, the following expenditures may be charged to the Insurance Fund accounts:

(1) Insurance premiums for County operations.

(2) Costs and expenses related to administration, investigation, adjustment and litigation of all insured and uninsured claims, and loss arising from the County's operations.

(3) All costs for repairing and replacing personal property, money, and improvements to real property owned or leased by the County to the extent the County has contractually assumed risk of loss, where such property losses are within the coverage and retention level of insurance coverage carried by the County.

(4) Assessments, licenses, fees, and bonds promulgated by state statute.

(5) Employee workers' compensation claim expenditures in accordance with applicable statutes.

(6) County risk management administration expenses.

(7) [Loss prevention expenditures for: minor unanticipated projects not budgeted by the departments needed to immediately reduce loss frequency expense and comply with state/federal safety and health regulations.] (7) Prevention programs and projects may be funded by the Insurance Fund if they:

(a) Are clearly targeted toward loss control, and are inappropriate for either a budget modification or the regular budget process, or

(b) Are beneficial to all departments, or

(c) Reduce the costs of loss immediately, or

(d) Reduce the administrative costs of the risk management program, or

(e) Are mandated by state or federal law and affect more than one department.

Capital projects are excluded unless specifically approved by the Board of County Commissioners.

(8) County unemployment obligations and related administrative expenditures.

(9) Employee medical/dental health care claims, health promotion programs, and related administrative expenditures.

(10) Any other insurance or self-insurance related expenditures as deemed appropriate by the [County Executive] County Chair within standard budgetary procedures.

(D) Fund Reporting: A report shall be provided semi-annually to the [County Executive] County Chair and Board of County Commissioners on the financial status of the Insurance Fund Accounts.

(E) Fund Balance: The Insurance Fund balance shall be maintained at a level to pay all claims, premiums, administration expenditures, reserves and future reserves for incurred but not reported (IBNR) claims. Amounts shall not be transferred from the Insurance Fund unless a program defined by Subsection (A) is discontinued without further financial obligation and/or it is determined by a qualified independent actuary that the fund level may be adjusted.

(F) An actuarial evaluation shall be performed by a qualified independent actuary on the worker's compensation and liability sections of the self-insurance fund at least once every three years.

Section 4. Amendment.

MCC 2.60.130 is amended to read as follows:

Risk management function

(A) The Department of General Services shall direct and manage all risk management and insurance programs for Multnomah County. Authority granted to the department may be delegated as deemed appropriate by the Director of the Department of General Services [to the Risk Management Section of the Finance Division.] Authority granted to the Department includes, but is not limited to, the following authority:

(1) To purchase all insurance coverage required by law and contracts, or desirable for the effective and efficient operation of County government including, but not limited to: casualty insurance, property insurance, workers' compensation insurance, and other specialty forms of coverage.

(2) To consolidate insurance coverage and combine with self-insurance as is in the best interest of the County.

(3) To acquire actuarial, claims management, investigative and appraisal services for insured and self-insured program administration.

(4) To promulgate rules and procedures to govern the administration of the County's insurance and risk management activities.

(5) To administer all loss and claims arising from and out of the County's operations including, but not limited to, the County's liability, auto, property, workers' compensation, employee health care benefits and unemployment exposures.

(6) To coordinate the claims activity internally and/or with contracted claims service providers, legal counsel, department management and insurance companies.

(7) To identify loss exposures and administer programs to control and minimize losses sustained on County assets and property.

(8) To develop and maintain an information system for timely and accurate recording of loss experience, insurance premiums, property values, insurance fund cash flow and reserving obligations and other identified risk related information.

(9) To develop manuals and programs for training County personnel on loss control/safety techniques.

(10) To ascertain that contributions to the fund are adequate and appropriations and reserve balances are financially and actuarially sound.

(B) The Department of General Services may apportion to and collect from each County department office, board, or commission its contribution to a total sum for loss reserves, administrative expenses, insurance premiums, and loss expenditures. The contribution shall be based, wherever appropriate, upon the relative exposure and loss experience of each department for each aspect of risk and will be maintained in the County's Insurance Fund and subject to annual budgetary approval.

Section 5. Amendment.

MCC 2.60.140 is amended to read as follows:

Loss Prevention

Departments shall be responsible to conform with County, State and Federal safety standards. Each administrator, manager, and supervisor shall be responsible to conduct their operations in a manner which will safeguard the County's assets from loss or damage and employees from employment related illness and injury. Where significant risks are identified, remedial action will be taken to reduce these exposures. Managers are responsible for reporting all losses or claims to the Department of General Services, regardless of size of loss, in a timely manner as directed by County administrative procedures. The Department of General Services is responsible for ensuring that mechanisms exist for reporting, record keeping and follow-up and that these are known throughout the County.

Section 6. Amendment.

MCC 2.60.150 is amended to read as follows:

Authority

Authority for settlement of general liability claims against the County or its employees and to enter into disputed claim settlements in workers' compensation cases shall rest with the [Executive or his designee,] County Chair or his/her designee, except that claims arising out of the Sheriff's office shall be settled upon the authority of the Sheriff.

Section 7. Amendment.

Adoption

This Ordinance, being necessary for the health, safety, and general welfare of the people of Multnomah County, shall take effect on the thirtieth (30th) day after its adoption, pursuant to Section 5.50 of the Charter of Multnomah County.

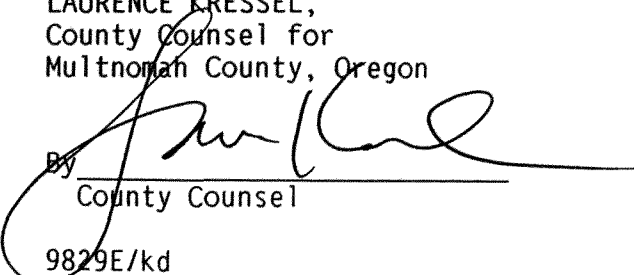
ADOPTED this _____ day of _____, 1988, being the date of its _____ reading before the Board of County Commissioners of Multnomah County.

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

By _____
Gladys McCoy, Chair
Multnomah County

APPROVED AS TO FORM:

LAURENCE KRESSEL,
County Counsel for
Multnomah County, Oregon

By 
County Counsel

REVISION 1 - 6-15-88

9829E/kd

(**Bold and underlined** sections are new or replacements; [bracketed] sections are deleted.)

BEFORE THE BOARD OF COMMISSIONERS

FOR THE COUNTY OF MULTNOMAH

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Section 7. Amendment.

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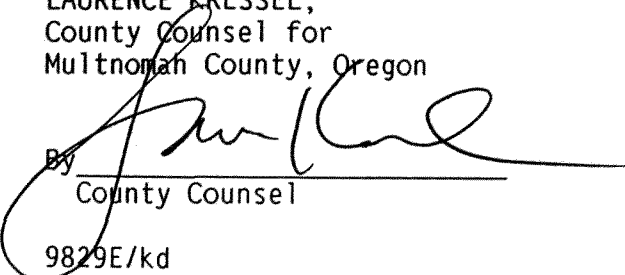
ADOPTED this _____ day of _____, 1988, being the date of its _____ reading before the Board of County Commissioners of Multnomah County.

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

By _____
Gladys McCoy, Chair
Multnomah County

APPROVED AS TO FORM:

LAURENCE KRESSEL,
County Counsel for
Multnomah County, Oregon

By 
County Counsel

REVISION 1 - 6-15-88

9829E/kd



MULTNOMAH COUNTY OREGON

44
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE MCGARVIN • Clerk • 248-3277

June 16, 1988

Mr. Duane Zussy, Director
Department of Human Services
426 SW Stark
Portland, OR

Dear Mr. Zussy:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

Request of the Director of Human Services for
approval of Budget Modification DHS #50 reflect-
ing a revenue increase from State Mental Health
Grant in the amount of \$7,880, to Social Services
MED Operations/Emergency Holds and using salary
savings (\$29,039) to make various personnel ad-
justments and cover overexpenditures within
Emergency Holds R-10)

Upon motion of Commissioner Anderson, duly seconded by
Commissioner Miller, it is unanimously

ORDERED that said request be approved, and budget modifica-
tion be implemented.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: Budget
Finance
Social Services
Employee Relations

JUN 3 1988

BUDGET MODIFICATION NO. DHS# 50

(For Clerk's Use) Meeting Date
Agenda No.

6/16/88
B-10

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR June 16, 1988
(Date)
DEPARTMENT Human Services DIVISION Social Services
CONTACT Susan Clark TELEPHONE 248-3691
*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Gary Smith/Susan Clark

BOARD OF
COUNTY COMMISSIONERS
ULTIMATE COUNTY
OREGON
1988 JUN -7 PM 2:40

SUGGESTED
AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification DHS #50 which adds \$7,880 to MED Operations and implements adjustments within the MED Operations and Emergency Holds budgets.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[x] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Budget modification DHS #50 requests Board approval to increase MED Operations budget by \$7,880, implement personnel changes in MED Operations and Emergency Holds programs and transfer salary savings to Emergency Holds professional services to help offset anticipated overexpenditures. Individual changes include implementing a reclassification from an Office Assistant 2 to a Program Development Technician as approved by Employee Relations, reducing a vacant Office Assistant 2 position from .8 to .6 FTE, adding a part-time Program Development Technician and creating a lead worker. Funds are also added to Professional Services to cover expenditures from filling vacant OA positions through temporary employment services. These personnel changes are funded with State Local Administration funds received in recent State Amendments. Salary savings resulting from turnover of two positions will be added to savings from vacancies for a total of \$29,039 to allocate to Emergency Holds Professional Services.

To Budget
6/20/88

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

Increases MED Operations budget by \$7,880 from State Grant; reduces Service Reimbursement from the F/S Fund to Insurance Fund by \$4,235.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By <u>Susan Clark</u>	Date <u>5/18/88</u>	Department Director <u>Duane Wussy</u>	Date <u>5/25/88</u>
Finance/Budget <u>Tom Honk</u>	Date <u>6/2/88</u>	Employee Relations <u>Susan Daniell</u>	Date <u>5/26/88</u>
Board Approval <u>Barbara E. Jones</u>			Date <u>6/16/88</u>

EXPENDITURE

TRANSACTION EB []

GM []

TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Reporting Activity	Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		156	010	1302			5100			(15,099)		Decrease Permanent
		156	010	1302			5500			(5,589)		Decrease Fringe
		156	010	1302			5550			(2,712)		Decrease Insurance
											(23,400)	Subtotal Personnel Svcs.
		156	010	1302			6110			13,714	13,714	Increase Professional Svcs.
											(9,686)	Total Org. 1302
		156	010	1380			5100			(7,036)		Decrease Permanent
		156	010	1380			5500			(2,914)		Decrease Fringe
		156	010	1380			5550			(1,523)		Decrease Insurance
											(11,473)	Subtotal Personnel Svcs.
		156	010	1380			6110			29,039	29,039	Increase Professional Svcs.
											17,566	Total Org. 1380
		400	040	7231			6520			(4,235)	(4,235)	Reduce Insurance Fund

TOTAL EXPENDITURE CHANGE 3,645 TOTAL EXPENDITURE CHANGE

REVENUE

TRANSACTION RB []

GM []

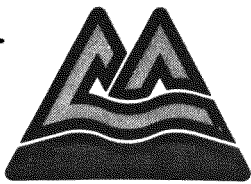
TRANSACTION DATE _____

ACCOUNTING PERIOD _____

BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Reporting Activity	Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
		156	010	1302			2605			7,880		State Mental Health Grant
		156	010	1302			7601			(17,566)		County General Fund
		156	010	1380			7601			17,566		County General Fund
		400	040	7231			6602			(4,235)		Insurance Fund

TOTAL REVENUE CHANGE 3,645 TOTAL REVENUE CHANGE



MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK, 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER
CAROLINE MILLER • DISTRICT 3 COMMISSIONER
POLLY CASTERLINE • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Gladys McCoy
Multnomah County Chair

VIA: Duane Zussy *Duane Zussy (mc)*
Director, Department of Human Services

FROM: Gary Smith *GWS*
Director, Social Services Division

DATE: May 18, 1988

SUBJECT: Board Approval of MED Program Budget Modification DHS # 50

RECOMMENDATION: Social Services Division recommends Board approval of Budget Modification DHS # 50.

ANALYSIS: This budget modification implements personnel changes in the MED Program Office (operations and emergency holds) and transfers salary savings to emergency holds professional services to help offset anticipated over expenditures. Individual changes include implementing a reclassification from an Office Assistant 2 to a Program Development Technician as approved by Employee Relations, reducing a vacant Office Assistant 2 position from .8 to .6 FTE, adding a part-time Program Development Technician and creating a lead worker. Funds are also added to Professional Services to cover expenditures from filling vacant OA positions through temporary employment services. These personnel changes are funded with State Local Administration funds received in recent State Amendments. Salary savings resulting from turnover of two positions will be added to savings from vacancies for a total of \$29,039 to allocate to Emergency Holds Professional Services.

BACKGROUND: As the fiscal year is nearing an end, it appears that payment of state mandated emergency holds is exceeding projections. We have identified salary savings (CGF revenue) from staff turnover/vacancies which will partially cover this overage.

MED has been in the process of re-organization and delegation of work as a result of new services contracted by the State, as well as the possibility of scheduling court involuntary hearings. Personnel changes made in this modification reflect actual program needs and are funded from Local Administration revenue unallocated from Amendment #12 to the State Mental Health Grant ratified by the Board the last week of April.

REQUEST TO CREATE/RECLASSIFY A POSITION

1. List the proposed duties of the position:

- a. Plan, develop and implement transfer of involuntary commitment procedures from probate court to MED Program Office.
- b. Write and implement new computer procedures associated with transfer in "a". Develop appropriate programs to file and assess 7 years of involuntary commitment data with the goal of reducing county general fund costs associated with
- c. this service.
Coordinate above transfer with new payment process so as to demonstrate a unified, coherent commitment system.
- d. Supervise the assessment and payment calculation of bills for local hospitalization. This will periodically call for the supervision of persons at OAIL level.

Use the reverse side or attach additional sheets, if needed.

2. State the proposed classification title:

Program Development Technician

3. Is this a new position? ☒ YES ☐ NO

4. If no, is this position occupied? ☐ YES ☐ NO

5. If yes, state the name of the incumbent:

N/A

6. Proposed effective date of change: April 1, 1988

Hiring Manager: Patrick Payton

Date: 3/11/88

Dept/Div: MED Program Office

Approved:

Daryl W. Smith
Social Services Division Director

4/13/88
Date

EMPLOYEE RELATIONS DIVISION USE ONLY

Action: ☒ Approved as submitted

☐ Approved for classification title

☐ Denied (for Reclassification Requests only)

Analyst Name: *Susan Daniel* Date: *5/31/88*

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

FTE Increase (Decrease)	POSITION TITLE	A n n u a l i z e d			
		BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)	
(1.0 FTE)	Office Assistant 2 Org. 1302	(16,584)	(4,189)	(2,502)	(23,275)
1.0 FTE	Program Develop. Tech. Org. 1302	20,191	5,417	2,609	28,217
.75 FTE	Program Develop. Tech. Org. 1380	15,143	3,825	1,662	20,630
(.2 FTE)	Office Assistant 2 Org. 1380	(3,081)	(778)	(1,856)	(5,715)
TOTAL CHANGE (ANNUALIZED)		15,669	4,275	(87)	19,857

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Full Time Positions, Part-Time, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	FRINGE Increase (Decrease)	TOTAL Increase (Decrease)	
Full Time	Salary savings from 2 PDS's turnover and filled at lower steps in Org. 1302.	(17,157)	(6,141)	(2,764)	(26,062)
Full Time	Delete OA 2 effective 1/31/88 in Org. 1302. (-.42 FTE)	(6,810)	(1,827)	(170)	(8,807)
Part Time	Reduce OA 2 from .8 to .6 FTE effective 5/1/88 plus salary savings from 8/22/87 in Org. 1380. (-.20 FTE)	(10,440)	(3,164)	(1,677)	(15,281)
	Subtotal reductions:				(50,150)
Premium	Add lead worker premium in Org. 1302.	436	117	11	564
Full Time	Add PDT as of 2/1/88 in Org. 1302. (+.42 FTE)	8,432	2,262	211	10,905
Part Time	Add .75 PDT as of 6/1/88 in Org. 1380. (+.08 FTE)	3,404	250	154	3,808
	Subtotal additions:				15,277

6/16/88

RECEIVED FROM JANE MCGARVIN

CLERK, BOARD OF COUNTY COMMISSIONERS . MULTNOMAH COUNTY, OREGON

BUDGET

BUDGET MODIFICATION DHS #50 APPROVED

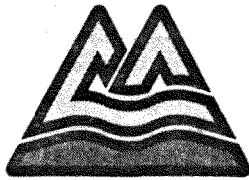
R-10



BOARD OF
COUNTY COMMISSIONERS

1988 JUN 22 PM 3:05

MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY OREGON

44
5160

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Mr. Duane Zussy, Director
Department of Human Services
426 SW Stark
Portland, OR

Dear Mr. Zussy:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

Request of the Director of Human Services for)
approval of Budget Modification DHS #12 making an)
appropriations transfer in the amount of \$13,944)
from CGF/BIT revenue A & D Contracts, Profes-)
sional Services to MED contracts Professional)
Services, to allow continued operations of the)
Homeless Youth Shelter provided by Burnside)
Projects R-11)

Upon motion of Commissioner Casterline, duly seconded by Commissioner Anderson, it is unanimously

ORDERED that said request be approved, and budget modification be implemented.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By

Jane McGarvin
Jane McGarvin
Clerk of the Board

jm

cc: Budget
Finance
Social Services

BUDGET MODIFICATION NO. Internal DHS #12

(For Clerk's Use) Meeting Date

Agenda No. R-11

6/16/88

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR NA

(Date)

DEPARTMENT Human ServicesDIVISION Social ServicesCONTACT Susan ClarkTELEPHONE 248-3691*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD NA

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Internal Budget Modification DHS #12 transfers \$12,000 of unexpended CGF/BIT revenue from A&D Contracts budget to the MED Contracts budget for continued operations of the Homeless Youth Shelter.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

[] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Internal budget modification DHS #12 requests approval to transfer \$12,000 of unexpended CGF/BIT revenue from the A&D Contracts budget to the MED Contracts budget to allow for continued operations of the Homeless Youth Shelter provided by Burnside Projects. \$30,000 was appropriated in the FY 87/88 A&D contracts budget for drug detox services to women--\$4,056 has been paid to date. The Homeless Youth Shelter is experiencing a \$12,000 shortfall in revenue for FY 87/88 and cannot continue to operate without this revenue. \$13,944 remains in the A&D budget to provide drug detox services for the remaining of the fiscal year.

An alternate use of budgeted funds request is accompanying this budget modification.

To Budget
6/20/88

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

No net impact. Org. 1415 reduced by (\$12,000); Org. 1305 increased by \$12,000. Funding is County General Fund/Business Income Tax revenue.

BOARD OF
COUNTY COMMISSIONERS
JUN 19 9 AM 10:55
CLATSOP COUNTY
OREGON

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)

After this modification \$ _____

Originated By

Date

Department Director Bladys McCordSusan Clark6/3/88Doreen Muzzy6/7/88

Finance/Budget

Date

Employee Relations

Date

Tom Honk6/8/88

Board Approval

Date

Barbara E Jones6/16/88



JUN 7 1988

MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK, 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691

BOARD OF COUNTY COMMISSIONERS
GLADYS MCCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER
CAROLINE MILLER • DISTRICT 3 COMMISSIONER
POLLY CASTERLINE • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Gladys McCoy
Multnomah County Chair

VIA: Duane Zussy *Duane Zussy*
Director, Department of Human Services

FROM: Gary Smith *GS*
Director, Social Services Division

DATE: June 3, 1988

SUBJECT: Alternate Use of Budgeted Funds Request

In FY 87/88, a total of \$30,000 in County General Fund/Business Income Tax revenue was appropriated for drug detox services for women with children and medical stabilization of addicted pregnant women. Two separate contracts for these services were implemented--one with CODA for the outpatient drug detox for women with children (\$10,080) and one with Woodland Park Hospital for medical stabilization of addicted pregnant women (\$19,920). Payment for these services were based on a requirements model with providers billing Multnomah County for only those services provided to the identified population group and approved by the A&D Program Office. To date, Multnomah County has paid out a total of \$4,056 for these services. \$25,944 remains unspent. In response to current service utilization, the Board of Commissioners has reduced funding for FY 88/89 to \$7,500.

The Social Services Division contracts with Burnside Projects to run the Homeless Youth Shelter. The Division has managed the contract since January, 1987. A unique planning effort which includes the City, County, Oregon Community Foundation and United Way has gotten the shelter off the ground and focused service delivery.

Due to a misunderstanding between United Way and the other funders, the Burnside Project's Homeless Youth Shelter is facing a \$12,000 shortfall in revenue for FY 87/88. It appears unlikely that United Way or any other funder will be able to generate funds to cover the shortfall this fiscal year. There is general agreement that shutting down the shelter the remainder of June would accomplish very little except exacerbate problems of street youth. The funders have redoubled their efforts to clarify next years fiscal picture.

Alternate Use Request
June 3, 1988
Page Two

Social Services Division requests approval to transfer \$12,000 of the unexpended CGF/BIT drug detox revenue from the Alcohol and Drug Contracts budget to the MED Contracts budget to cover this revenue shortfall for operating the Homeless Youth Shelter.

Your review and approval of our will be greatly appreciated.

APPROVED:

DENIED:


Gladys McCoy
Multnomah County Chair

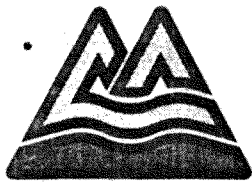
6-888
Date

Gladys McCoy
Multnomah County Chair

Date

Funds are available for transfer as indicated in this memo. After action please return to me at B106/1400, along with attached Bud Mod.

Tom Fronk
Budget Analyst
x.6266 6/8/88



JUN 7 1988

MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION
ADMINISTRATIVE OFFICES
426 S.W. STARK, 6TH FLOOR
PORTLAND, OREGON 97204
(503) 248-3691

BOARD OF COUNTY COMMISSIONERS
GLADYS MCCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER
CAROLINE MILLER • DISTRICT 3 COMMISSIONER
POLLY CASTERLINE • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Gladys McCoy
Multnomah County Chair

VIA: Duane Zussy *Duane Zussy*
Director, Department of Human Services

FROM: Gary Smith *GS*
Director, Social Services Division

DATE: June 3, 1988

SUBJECT: Alternate Use of Budgeted Funds Request

Handwritten signature and date:
JUN 8 1988
CS

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Alternate Use Request
June 3, 1988
Page Two

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Your review and approval of our will be greatly appreciated.

APPROVED:

DENIED:


Gladys McCoy
Multnomah County Chair

6-888
Date

Gladys McCoy
Multnomah County Chair

Date

Funds are available for transfer as indicated in this memo. After action please return to me at B106/1400, along with attached Bud Mod.

Tom Fronk
Budget Analyst
x6266 6/8/88

6/16/88

RECEIVED FROM JANE MCGARVIN

CLERK, BOARD OF COUNTY COMMISSIONERS . MULTNOMAH COUNTY, OREGON

BUDGET

BUDGET MODIFICATION INTERNAL DHS #12 APPROVED

R-11



BOARD OF
COUNTY COMMISSIONERS

1988 JUN 22 PM 3:05

MULTNOMAH COUNTY
OREGON

44-45
5160

June 16, 1988

Discussion regarding editorial by KXL heard)
yesterday regarding the salaries of elected)
officials)

Commissioner Miller expressed her opinion regarding the editorial by KXL which she finds offensive because the editor implies voters do not have the ability to determine ballot issues for themselves; and because she objects to the Board being used as "fall guys". She added the City commissioners are not attacked as are the County commissioners; and she feels that if the City commissioners salary increases were on the ballot, they too, would be voted down.

Commissioner Anderson added the total votes for the increase in salaries for the Board was higher than for other elected officials, therefore the editor was not only mean spirited, but was ill-informed.

Commissioner Casterline said she feels the editorial was an insult to voters, and requested the public write KXL and voice their objections.



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

June 16, 1988

Ms. Linda Alexander, Director
Department of General Services
1120 SW Fifth
Portland, OR

Dear Ms. Alexander:

Be it remembered, that at a meeting of the Board of County Commissioners held June 16, 1988, the following action was taken:

Upon motion of Commissioner Miller, duly seconded by Commissioner Anderson, on a roll call vote, the following matter was considered by unanimous consent:

In the Matter of Exempting From Public Bidding)	O R D E R #88-105
of the purchase of plumbing work at the Bridge)	
Shop	R-12)	

Commissioner McCoy reported this matter was explained to the Board in detail on Tuesday at the Informal Meeting.

Upon motion of Commissioner Miller, duly seconded by Commissioner Casterline, it is unanimously

ORDERED that said Order be approved.

Very truly yours,

BOARD OF COUNTY COMMISSIONERS

By Jane McGarvin
Jane McGarvin
Clerk of the Board

jm
cc: Purchasing
Facilities & Property Management

Co. Council

SUPPLEMENTAL AGENDA

THURSDAY, JUNE 16, 1988

THE FOLLOWING WILL BE HEARD BY UNANIMOUS CONSENT:

(Recess as the Board of County Commissioners and reconvene as the Public Contract Review Board)

¹²
R-18 Order in the Matter of Exempting From Public
Bidding of the purchase of plumbing work at the
Bridge Shop

(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)

88-105-

DATE SUBMITTED

(For Clerk's Use)

Meeting Date

Agenda No.

6/16/88
R-12

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: Exemption Request

Informal Only* June 14, 1988

(Date)

Formal Only June 16, 1988

(Date)

DEPARTMENT General Services

DIVISION Purchasing Section

CONTACT Lillie M. Walker

TELEPHONE X5111

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Lennie Sobocinski

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Quotes for plumbing work were solicited from three contractors, Baker Plumbing submitted the lowest quote and was awarded the contract in the amount of \$7,700. As a result the \$20,000 aggregate limit for informal bids was exceeded for the fiscal year. Request is made to pay the contractor for the work.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 15 minutes

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ General Fund

Other _____

To Purch
Eng
DSS
PCRB list
7/6/21/88

BOARD OF
COUNTY COMMISSIONERS
1988 JUN 13 PM 3:19
MULTNOMAH COUNTY
OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: Pauline Anderson

BUDGET / PERSONNEL Malinda J. Tully

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) J. G. The

OTHER Lillie M. Walker, Director Purchasing Section

(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

In the Matter of Exempting)
from Public Bidding of the)
purchase of plumbing work)
at the Bridge Shop)

A P P L I C A T I O N


Application to the Public Contract Review Board on behalf of a request from Facilities Management Division is hereby made pursuant to the Board's Administrative Rules AR 10.010, adopted under the provisions of ORS 279.015 and 279.017, for an order exempting from the requirements of public bidding, the purchase of plumbing work at the Bridge Shop in the amount of \$7,700.00. This contract is the result of an informal bid under AR 10.120 (1) (a).

This request is made due to an oversight in tracking aggregate award amounts to any one contractor during the fiscal year. Ordinarily, quotes should not be solicited from a contractor who has the potential for exceeding the \$20,000 aggregate limitation, however, a quote was solicited by Facilities Management Division from Baker Plumbing Company. Since the contractor submitted the lowest of the three quotes, the bid was awarded in good faith and it was considered in the County's best financial interest to accept the lowest quote.

The Facilities Management Division has appropriated funds for in FY 1987-88 budget.

The Purchasing Section recommends this action as it represents the most cost effective use of County funds.

Dated this 13th day of June, 1988.


Lillie M. Walker, Director
Purchasing Section



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF FACILITIES AND
PROPERTY MANAGEMENT
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-3322

GLADYS McCOY
MULTNOMAH COUNTY CHAIR

MEMORANDUM

TO: Lillie M. Walker, Director
Purchasing Section

FROM: Lennie Sobocinski, Project Manager
Facilities & Property Management *LS.*

DATE: June 10, 1988

This is to request payment of the enclosed invoice for a PD-30 for \$7,700 that was submitted for John Baker Plumbing Company. This was for Phase I of the Restroom Remodel at the Bridge Shop.

At the time the PD-30 was submitted, John Baker was the low quote. It was brought to my attention later, after the job was awarded, that John Baker Plumbing Company had exceeded the \$20,000 limit.

They are a MBE firm and competed successfully against two other non-MBE firms. Work is 95% complete.

I'm asking that his partial invoice be processed ASAP. He is a small contractor and depends on our quick payment.

If you have any questions, please contact me.

LS:CLS

DEPARTMENT
REQUISITION # FM1639/88

SHIP
TO Facilities Management for:
Bridge Shop

DATE REQUIRED
5/30/88

REQUISITION FOR EQUIPMENT & SUPPLIES
MULTNOMAH COUNTY, OREGON

PURCHASING SECTION
2505 S.E. 11TH AVE.
PORTLAND, OREGON 97202

No 27078

CONFIRMING
PO #
ONLY

FUND	AGENCY	ORGANI- ZATION	ACTIV	OBJ	SUB OBJ	REPT CATEG
161	030	6060		6110		0656

Bldg. #

SEE INSTRUCTIONS ON REVERSE SIDE

VENDOR

LIST CATALOG OR PART NO., WEIGHT, STYLE, SIZE, COLOR, MAXIMUM FIVE ITEMS PER REQUISITION.

QUANTITY

UNIT PRICE

TOTAL PRICE

Name: Baker Plumbing

ITEM 1 Provide materials & labor to perform work per Lane Brown drawings
and specs-for plumbing remodel.

Job

\$7,700.00

Address: 3550 SE Kelly

Portland, OR. 97202

Contact Name/Phone John

TERMS

BID/QUOTA

PA/CONTRACT #

Exp. Date

Name: 236-3711

ITEM 2

Address:

Contact Name/Phone

TERMS

BID/QUOTATION

PA/CONTRACT #

Exp. Date

Name:

ITEM 3

Address:

Contact Name/Phone

TERMS

BID/QUOTATION

PA/CONTRACT #

Exp. Date

Name:

ITEM 4

Address:

Contact Name/Phone

TERMS

BID/QUOTATION

PA/CONTRACT #

Exp. Date

Name:

ITEM 5

Address:

Contact Name/Phone

TERMS

BID/QUOTATION

PA/CONTRACT #

Exp. Date

Contacted For Bid/Quote

Minority Business Enterprise (MBE) Yes ☐ No ☐

Female Business Enterprise (FBE) Yes ☐ No ☐

If no: ☐ No known vendors ☐ Sole Source

☐ Other

Awarded to Minority Business Enterprise (MBE) Yes ☐ No ☐

Female Business Enterprise (FBE) Yes ☐ No ☐

If no: ☐ No response/bid ☐ Price not competitive

☐ Other

Comments: FM1639/88 WO#0656/88 Send paperwork to Facilities Managemnt.

Mackey Construction \$10,845.00

M Stearns \$7,941.00

Ordered by: Lennie Sobczinski

Buyer:

Authorized Signature (Orig. Dept.)

Date 5/20/88

Telephone # 248-3322

M. Stearns CONSTRUCTION CO.



May 12, 1988

Lennie Sobocinski
Mult. Co. Facilities Mgmt.
2505 SE 11th
Portland, OR97202

Dear Lennie,

M. Stearns Construction proposes to furnish all labor and materials necessary to complete Phase I of the Bridge Shop Restaurant remodel for a total price of \$7,941.00.

If you should have any questions, or if I may be of any further service, please do not hesitate to call!

Thank you,

Alan Volm
M. Stearns Construction Co.

AV.mo

MACKAY CONSTRUCTION, INC.

General Contractors
9940 SW Ardenwood St.
Portland, Oregon 97225
(503) 292-2374

May 5, 1988

Multnomah County, Oregon
Facilities & Property
Management Division

Attn: Lennie Sobocinski

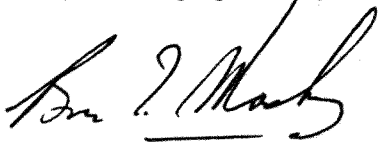
Re: Bridge Maintenance Shop - Remodel

Gentlemen:

We are pleased to quote as follows for the project:

Phase 1\$10,845.00 +
---------	--------------------

Very truly yours,



BRUCE I. MACKAY
gm

QUOTATION

From

Baker Plumbing Co.
3550 S. E. Kelly - 236-3711
Portland, OR 97202

To

Lennie Sobocinski
MC Facilities
RE:
PHI MC Bridge Shop

Inquiry No. _____

Date 5-5-88

Terms _____

Prices quoted are
F.O.B. _____

Delivery _____

We are pleased to quote as follows. Your inquiry

Quantity	Description	Price	Amount
	Materials + Labor to perform work as per drawing & specs.		7700.-



By John Baker, Pres.



FACILITIES MANAGEMENT SERVICE REQUEST FORM

REQUESTORS USE (Please type)

Dept/Division FM Date 5-12-88
Work Location BRIDGE SHOP Bldg/Rm 4213rd
Contact Person LENNIE Phone 3322
Account Number 161,030,6060
Fund Agency Org. Activity Object Sub Rept Categ

FACILITY MANAGEMENT USE ONLY	
Work order No.	<u>0656/81</u>
Date Received	<u>5-13-88</u>
Requested Completion Date	<u>1/1</u>
Authorized Amount \$	

WORK DESCRIPTION (Please be specific, attach drawings if necessary)

FOR ALL WORK IS INSTALLED
SHOWERS IN THE BRIDGE SHOP
PLEASE II & PLEASE II
FOR UPGRADE OF EXISTING EXISTING
RESTROOMS.
(Per LANE Brown's Drawings & Spec.)

Approved By _____ Date 1/1 Approved By _____ Date 1/1
Building Liaison Division Head/Program Mgr.

FACILITIES MANAGEMENT USE ONLY

Facilities Manager JOE GRIFF Date 5-13-88 ☒ Approved ☐ Disapproved
Assigned to LENNIE ☐ Contract Out Option

REMARKS:

Repair/Maintenance ☐ FM ☐ CIP
☒ Construction ☐ Emergency
☐ Carpet ☐ Painting ☐ Signs
☐ Drapes ☐ Security ☐ OTHER

INSPECTED AND APPROVED BY TRADE LEADER

Project Completion
Date 1/1

ITEM	FUND	AGENCY	ORG	ACT	OBJ	SUB	REPT	TOTAL	INV. NO.	IPV NO. OR PV NO.

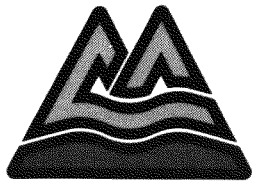
PRESS LIST

DATE 6/13/88

THE FOLLOWING WERE CALLED THIS DATE REGARDING:

- a) Meeting _____
b) Executive Meeting _____
c) Other Unanimous Consent Exempt from Public
Bidding, Plumbing Wk @ Bridge Shop. R-12
Signed J. Stuart Stanton

KOIN	Channel 6	243-6614	Assignment Desk ✓
KGW	Channel 8	226-5111	Assignment Desk ✓
KATU	Channel 2	231-4260	Assignment Desk ✓
KPTV	Channel 12	222-9921	News Desk ✓
KEX	1190 A.M.	222-1929	Newsroom/Message ✓
KSGO	1520 A.M.	223-1441 656-1441	News Desk <u>Call bk 6/14</u> ✓
KXL	750 A.M.	231-0750	Newsroom/Message ✓
KGW	62 A.M.	226-5095	News Desk ✓
K-103 FM		643-5103	Newsroom ✓ <u>Call bk 6/14</u>
KXYQ - 105		226-6731	<u>cut - Call Bk 6/14</u> ✓
OREGONIAN		221-8566	Harry Bodine ✓
GRESHAM OUTLOOK		665-2181	Dave Pinson ✓
SKANNER		287-3562	<u>Patricia Mays</u> ✓



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 605, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • Chair • 248-3308
PAULINE ANDERSON • District 1 • 248-5220
GRETCHEN KAFOURY • District 2 • 248-5219
CAROLINE MILLER • District 3 • 248-5217
POLLY CASTERLINE • District 4 • 248-5213
JANE McGARVIN • Clerk • 248-3277

NOTICE OF APPROVAL

The Multnomah County Board of Commissioners, sitting as the Public Contract Review, considered by unanimous consent an application on Thursday, June 16, 1988, and approved the following order.

a) Order #88-105 in the Matter of Exempting from Public Bidding the Purchase of plumbing work at the Bridge Shop.

Copies of the Application and Order are attached.

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON
PUBLIC CONTRACT REVIEW BOARD

Barbara E. Jones
Asst. Clerk of the Board

BJ
6/23/88
cc: Purchasing
Engineering
General Services

0283C.23

SUPPLEMENTAL AGENDA

THURSDAY, JUNE 16, 1988

THE FOLLOWING WILL BE HEARD BY UNANIMOUS CONSENT:

(Recess as the Board of County Commissioners and reconvene as the Public Contract Review Board)

R-12 Order in the Matter of Exempting From Public
 Bidding of the purchase of plumbing work at the
 Bridge Shop

(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)

FOLLOWING REGULAR MEETING

Executive Session - Consult with legal counsel regarding City of Gresham et al vs. Multnomah County (Business Income Tax) permitted by ORS 192.660(1)(h)

Consult with legal counsel regarding
City of Gresham et al VS Multnomah Co.
Business Income Tax, Contact County Counsel

PRESS LIST

DATE 6/15/88

THE FOLLOWING WERE CALLED THIS DATE REGARDING:

- a) Meeting _____
b) Executive Meeting _____
c) Other ☒ Executive Session

Signed _____

KOIN	Channel 6	243-6614	Assignment Desk	✓
KGW	Channel 8	226-5111	Assignment Desk	✓
KATU	Channel 2	231-4260	Assignment Desk	✓
KPTV	Channel 12	222-9921	News Desk	✓
KEX	1190 A.M.	222-1929	Newsroom/Message	✓
KSGO	1520 A.M.	223-1441 656-1441	News Desk	✓
KXL	750 A.M.	231-0750	Newsroom/Message	✓
KGW	62 A.M.	226-5095	News Desk	✓
K-103 FM		643-5103	Newsroom	✓
KXYQ - 105		226-6731	✓ call OK 6/16	
OREGONIAN		221-8566	Harry Bodine	✓
GRESHAM OUTLOOK		665-2181	Dave Pinson	✓
SKANNER		287-3562	Patrick Marza	✓

HS

June 16, 1988

At this time, the Board adjourned to an Executive Session regarding Gresham BIT monies.

Following the Executive Session, Commissioner McCoy announced the Board had authorized the negotiating team to continue negotiations with Gresham.